



**AGENDA
REGULAR MEETING
CITY COUNCIL OF THE TOWN OF COLMA
Wednesday, January 25, 2023
STATE OF THE CITY ADDRESS – 6:30 PM
REGULAR SESSION – 7:00 PM**

This City Council meeting will be conducted pursuant to the provisions of Assembly Bill 361 and Government Code Section 54953(e) (and without compliance with section 54953(b)(3) related to conducting public meetings during the COVID-19 pandemic. The City Council, staff and members of the public may participate in the meeting in person at Town Hall or virtually via Zoom Video Conference.

To attend the meeting in person:

Town Hall, Council Chamber, 1198 El Camino Real, Colma CA 94014

To participate in the meeting via Zoom Video Conference:

Join Zoom Meeting: <https://us02web.zoom.us/j/81289976261>

Passcode: 074407

Meeting ID: 812 8997 6261

Dial by your location

+1 669 900 6833 US (San Jose)

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+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 812 8997 6261

Passcode: 074407

To provide Public Comment in person:

Members of the public wishing to speak are requested to complete a yellow speaker card and submit it to the City Clerk. Comments should be kept to three minutes or less.

To provide Public Comment via Zoom Video Conference:

Live verbal public comments may be made by requesting to speak using the "raise hand" feature in Zoom or, if calling in by phone, by pressing *9 on the telephone keypad prior to the consent calendar being heard, or prior to the close of the public comment period for agenda items or non-agenda items. In response, the Town will unmute the speaker and allow them to speak up to three minutes.

To provide Public Comment in writing:

Members of the public may provide written comments by email to the City Clerk at ccorley@colma.ca.gov before the meeting. Emailed comments should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 words.

STATE OF THE CITY ADDRESS – 6:30 PM

PLEDGE OF ALLEGIANCE AND ROLL CALL – 7:00 PM

ADOPTION OF AGENDA

PRESENTATIONS

- Police Department Badge Pinning Ceremony
- Police Department Year in Review

PUBLIC COMMENTS

Comments on the Consent Calendar and Non-Agenda Items will be heard at this time.
Comments on Agenda Items will be heard when the item is called.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the January 11, 2023 Regular Meeting.
2. Motion to Adopt an Ordinance Adding Subchapter 2.10 to the Colma Municipal Code Relating to Fireworks Pursuant to CEQA Guidelines 15061(b)(3), 15307, and 15308 (second reading).
3. Motion to Authorize the Mayor to Sign the Attached Letter Urging the State Legislators to Amend Assembly Bill (“AB”) 2449 Pursuant to CEQA Guideline 15378.
4. Motion to Adopt a Resolution Approving and Authorizing the City Manager to Execute a Purchase and Sale Agreement for the Sale of the Town Owned Property at 1365 Mission Road in the Amount of \$940,000.00, Including the Execution of Any and All Documents Necessary to Complete the Sale and Close Escrow Pursuant to CEQA Guideline 15061(b)(3).
5. Motion to Adopt a Resolution Approving the Amendment to the California Cities Gaming Authority Joint Exercise of Powers Agreement Admitting the City of Bell to the California Cities Gaming Authority Pursuant to CEQA Guideline 15378.

PUBLIC HEARING

6. ADOPTION OF HOUSING ELEMENT 2023-2031 (“6TH CYCLE”)

Consider: Motion to Adopt a Resolution Adopting a General Plan Amendment to Repeal the 2015-2022 Housing Element and Adopt the 2023-2031 Housing Element in Compliance with State Housing Element Law Pursuant to a Previously Certified Environmental Impact Report and Pursuant to CEQA Guideline 15061(b)(3).

NEW BUSINESS

7. 2022-2023 CAPITAL PROGRAM UPDATE

Consider: Motion to Adopt a Resolution Amending the Fiscal Year 2022-23 Capital Improvement Budget to \$14,279,680, Including Adding Four New Projects, Closing Out One Capital Project; Carrying Over \$531,496 of Unspent Project Budget to FY 2022-23; Transferring \$1,431,828 from General Fund (11) to Street Cip Fund (32); and, Releasing Unspent Funding of \$82,275 to Capital Reserve, and \$3,220 to Fleet Replacement Fund, Pursuant to CEQA Guideline 15378.

REPORTS

Mayor/City Council

City Manager

ADJOURNMENT

The City Council Meeting Agenda Packet and supporting documents are available for review on the Town's website www.colma.ca.gov or at Colma Town Hall, 1198 El Camino Real, Colma, CA. Persons interested in obtaining an agenda via e-mail should call 650-997-8300 or email a request to citymanager@colma.ca.gov.

Reasonable Accommodation

Upon request, this publication will be made available in appropriate alternative formats to persons with disabilities, as required by the Americans with Disabilities Act of 1990. Any person with a disability, who requires a modification or accommodation to view the agenda, should direct such a request to Pak Lin, ADA Coordinator, at 650-997-8300 or pak.lin@colma.ca.gov. Please allow two business days for your request to be processed.



**MINUTES
REGULAR MEETING**

City Council of the Town of Colma
Town Hall Council Chamber
1198 El Camino Real, Colma CA
Also Accessible via Zoom.us

Wednesday, January 11, 2023
CLOSED SESSION – 6:00 PM
REGULAR SESSION – 7:00 PM

CLOSED SESSION – 6:00 PM

**1. In Closed Session under Government Code § 54957.6, CONFERENCE WITH
LABOR NEGOTIATOR**

Agency Negotiator: Austris Rungis, IEDA
Employee Organizations: Colma Communications/Records Association
Unrepresented Employees: City Clerk

PLEDGE OF ALLEGIANCE AND ROLL CALL – 7:00 PM

Mayor del Rosario called the meeting to order at 7:02 p.m.

Council Present – Mayor Joanne F. del Rosario, Vice Mayor John Irish Goodwin, Council Members Ken Gonzalez, Carrie Slaughter and Helen Fisicaro were all present.

Staff Present – City Manager Brian Dossey, City Attorney Christopher Diaz, Chief of Police John Munsey, Administrative Services Director Pak Lin, Director of Public Works and Planning Brad Donohue, City Planner Farhad Mortazavi, City Clerk Caitlin Corley and Administrative Technician Abigail Dometita were in attendance.

The Mayor announced, “Good evening and welcome to this hybrid Council Meeting, conducted both in person and remotely via Zoom.

Regarding Public Comment: Members of the public who are here in person are requested to complete a yellow speaker card and submit it to the City Clerk. Those of you on Zoom may make public comments by using the “raise hand” feature in Zoom or, if calling in by phone, by pressing *9 on the telephone keypad. The City Clerk will unmute your microphone and allow you to speak. Comments should be kept to three minutes or less.”

REPORT FROM CLOSED SESSION

The Mayor stated, “No action was taken at tonight’s closed session.”

ADOPTION OF THE AGENDA

Mayor del Rosario asked if there were any changes to the agenda. None were requested. The Mayor asked for a motion to adopt the agenda.

Action: Vice Mayor Goodwin moved to adopt the agenda; the motion was seconded by Council Member Slaughter and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

PRESENTATIONS

- **Holiday House Decorating Contest Award Recipients**

City Manager Brian Dossey and Monica Devincenzi of Republic Services presented the award recipients of the Holiday House Decorating Contest:

- Sterling Park Neighborhood – Rivera Family
- Verano Homeowners Association – Yoa Family
- Villa Hoffman Townhomes –Paningbatan Family
- Overall Most Festive Home – Rodriguez Family of Sterling Park
- Most Festive Colma Business – Paul’s Flowers

PUBLIC COMMENTS

Mayor del Rosario opened the public comment period at 7:07 p.m. Resident Thom Taylor thanked the Town for their response to the recent storms. Seeing no one else request to speak, the Mayor closed the public comment period at 7:11 p.m.

CONSENT CALENDAR

2. Motion to Accept the Minutes from the December 13, 2022 Special Meeting.
3. Motion to Accept the Minutes from the December 14, 2022 Regular Meeting.
4. Motion to Approve Report of Checks Paid for December 2022.
5. Motion to Reconfirm the Findings and Determinations Made in Resolution No. 2021-33 and Under Assembly Bill 361 for the Continuation of Virtual Meetings, with Acknowledgment that the California Department of Public Health has Updated the Definition of “Close Contact” in Regulation 3205 from Being within 6 Feet of Another Person to Sharing the Same Indoor Space with Another Person for 15 Minutes or More, Which Further Supports the Findings.
6. Motion to Adopt an Ordinance Amending Section 1.02.020 of the Colma Municipal Code Relating to a Council Vacancy Pursuant to CEQA Guideline 15061(b)(3) (second reading).
7. Motion to Accept Informational Report on Recreation Department Programs, Activities, Events, and Trips for the Fourth Quarter of 2022.
8. Motion to Adopt a Resolution Directing Town Staff to Fly Various Commemorative Flags in Lieu of the Town of Colma Flag at the Colma Community Center.

9. Motion to Introduce an Ordinance Amending Chapter 5, Subchapter 4 of the Town of Colma Municipal Code, Adopting by Reference the 2022 Edition of the California Building Standards Code (California Code of Regulations, Title 24), Consisting of the 2022 California Building Code, the 2022 California Residential Code, the 2022 California Electrical Code, the 2022 California Mechanical Code, the 2022 California Plumbing Code, the 2022 California Fire Code, the 2022 California Energy Code, the 2022 California Green Building Standards Code, the 2022 California Historical Building Code, the 2022 California Existing Building Code and the 2022 California Referenced Standards Code; the 1997 Edition of the Uniform Housing Code; and the 2018 International Property Maintenance Code, Together With Certain Additions, Amendments, and Deletions, All Pursuant to CEQA Guidelines 15061(b)(3) and 15378, and Waive Further Reading of the Ordinance; and Schedule a Public Hearing for February 8, 2023.

Action: Vice Mayor Goodwin moved to approve the consent calendar items #2 through 9; the motion was seconded by Council Member Slaughter and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

PUBLIC HEARING

10. ORDINANCE ADDING MUNICIPAL CODE SUBCHAPTER 2.10 RELATING TO FIREWORKS

City Attorney Christopher Diaz presented the staff report. The Mayor opened the public comment period at 7:20 p.m. Resident Thom Taylor made a comment. Seeing no one else request to speak, she closed the public comment period at 7:22 p.m. Council discussion followed.

Action: Council Member Fisicaro moved to Introduce and Waive Further Reading of an Ordinance Adding Subchapter 2.10 to the Colma Municipal Code Relating to Fireworks Pursuant to CEQA Guidelines 15061(b)(3), 15307, and 15308, with direction to staff to research tiered penalty amounts for different types of fireworks; the motion was seconded by Vice Mayor Goodwin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

COUNCIL CALENDARING

- The next Regular Meeting will be on Wednesday, January 25, 2023, with the State of the City Address beginning at 6:30 p.m. and the regular session beginning at 7:00pm.

REPORTS

City Manager Brian Dossey gave an update on the following topics:

- A huge thank you to our police, fire and public works departments for their responses to the storms these past weeks. Colma fared relatively well but did have several down tress and road closures. We are still expecting additional storms, so please stay vigilant.
- Town offices will be closed on Monday, January 16, 2023 for Martin Luther King, Jr. Day.
- There will be a ribbon cutting for the grand re-opening of Planet Fitness on Tuesday, January 17, 2023
- There will be a ribbon cutting for the grand opening of Boot Barn on Friday, January 20, 2023.
- There will be a Neighborhood Watch meeting at the Community Center on Thursday, January 26, 2023 at 6pm.

ADJOURNMENT AND CLOSE IN MEMORY

Mayor del Rosario adjourned the meeting at 7:44 p.m. in memory of Algis Ratnikas, resident of Daly City and longtime supporter of the Daly City and Colma Historical Associations.

Respectfully submitted,

Caitlin Corley
City Clerk

**ORDINANCE NO. XX
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**AN ORDINANCE ADDING SUBCHAPTER 2.10 TO THE
COLMA MUNICIPAL CODE RELATING TO FIREWORKS PURSUANT TO CEQA
GUIDELINES 15061(B)(3), 15307, AND 15308**

The City Council of the Town of Colma does ordain as follows:

ARTICLE 1. FINDINGS, PURPOSE AND AUTHORITY.

The City Council of the Town of Colma finds:

(a) The Town of Colma ("Town"), pursuant to the police powers delegated to it by Article XI, Section 7 of the California Constitution, has the authority to enact laws which promote the public health, safety, and general welfare of its citizens; and

(b) Pursuant to Health and Safety Code section 12541, the Town may enact an ordinance regulating fireworks within its jurisdiction that is compatible with the State Fireworks Law (Health & Safety Code, § 12500 et seq.); and

(c) Illegal and dangerous fireworks create a significant risk of fire and cause increased litter to be deposited into the environment, and prohibiting the use of all fireworks in the Town is necessary to deter the use of such fireworks and avoid fire risk and litter.

(d) The Town desires to enact the present ordinance to regulate the sale, use, and discharge of fireworks, including imposing strict liability against Town residents for unlawful fireworks usage as defined and described herein, in compliance with the State Fireworks Law.

NOW, THEREFORE, the City Council of the Town of Colma does hereby ordain as follows:

ARTICLE 2. The above recitals are hereby adopted as findings of the City Council in enacting this Ordinance.

ARTICLE 3. CMC CHAPTER 2.10 ADDED.

A new subchapter 2.10 is added to Chapter 2 of the Colma Municipal Code, to read in full as follows:

**"CHAPTER TWO: PROHIBITED ACTIVITIES
Subchapter 2.10: Fireworks**

2.10.010 Definitions

For the purpose of this Subchapter, the following words shall have the meaning set forth herein:

(a) "Fire Chief" means the Fire Chief of the Colma Fire Protection District.

(b) "Fireworks" means any device containing chemical elements and chemical compounds capable of burning independently of the oxygen of the atmosphere and producing audible, visual, mechanical, or thermal effects which are useful as pyrotechnic devices or for entertainment. The term "fireworks" includes, but is not limited to, devices designated by the manufacturer as fireworks, torpedoes, skyrockets, roman candles, rockets, Daygo bombs, sparklers, party poppers, paper caps, chasers, fountains, smoke sparks, aerial bombs, and fireworks kits. As used herein, "fireworks" includes both "dangerous fireworks" and "safe and sane fireworks," as those terms are defined by the Health and Safety Code.

(c) "Social Host" means:

(1) Any owner of private property, as listed on the most recent county tax assessment roll;

(2) Any person who has the right to use, possess or occupy a public or private property under a lease, permit, license, rental agreement, or contract; or

(3) Any person who hosts, organizes, supervises, officiates, conducts, or sponsors a gathering on public or private property, and if such person is a minor, then that person's parents or legal guardians.

(d) "Strictly liable" means s liable for a wrongful act irrespective of such person's intent, knowledge, negligence or lack thereof in committing the wrongful act.

2.10.020 Prohibition on Fireworks.

The sale, use, possession, and discharge of Fireworks is prohibited within the Town of Colma. It shall be unlawful for any person to sell, offer for sale, purchase, discharge, or otherwise use Fireworks within the Town of Colma except as provided in this chapter.

2.10.030 Exceptions.

(a) This subchapter does not prohibit the use of fireworks if approved and authorized by the Colma Fire Protection District or conducted by permit granted pursuant to Title 19 of the California Code of Regulations.

(b) This Subchapter does not prohibit the use by railroad or other transportation agencies, or law enforcement agencies, of torpedoes, flares, or fuses for signal purposes or illumination; nor does it prohibit the sale or use of blank cartridges for theatrical or ceremonial purposes, athletic events, or military ceremonies or demonstrations.

2.10.040 Supervision of Minors.

(a) It shall be unlawful for any person having the care, custody or control of a minor (under eighteen (18) years old) to permit such minor to discharge, explode, fire, or set off any Fireworks, at any time.

(b) Any person having care, custody, or control of a minor shall be strictly liable for a violation of this section.

2.10.050 Social Host Liability.

- (a) No Social Host shall permit any persons to use Fireworks:
 - (1) On property that is either owned by the Social Host or occupied or otherwise used by the Social Host pursuant to a lease, permit, license, rental agreement, or contract, or
 - (2) At any gathering on public or private property that is hosted, organized, supervised, officiated, conducted, or sponsored by the Social Host.
- (b) It is the duty of any Social Host who knowingly hosts, permits, or allows any gathering to take place to take all reasonable steps to prevent the use of Fireworks by that Social Host's guests or invitees.
- (c) No Social Host shall, with respect to private property where Fireworks are used, be liable for a violation of this section if the Social Host can demonstrate that at the time of such violation, the Social Host (i) had rented or leased the property to another, (ii) was not present, and (iii) had no prior knowledge of the violation.
- (d) No person who has the right to use, possess, or occupy a unit in a multifamily residential property under a lease, rental agreement, or contract shall be liable under this section for violations occurring in the common areas of the property.

2.10.060 Violations; Administrative Citations and Fines.

- (a) Any person violating any of the provisions of this Subchapter shall be subject to the imposition and payment of an administrative fine or fines as provided below:

Number of Offenses (in One Year Period)	Amount of Administrative Penalty
First	\$1,000.00
Second	\$2,000.00
Third and subsequent	\$3,000.00

- (b) Acts, omissions, or conditions in violation of this Subchapter that continue, exist, or occur on more than one day constitute separate violations on each day. Violations continuing, existing, or occurring on the service date of the citation, the effective date of the citation, and each day between the service date and the effective date are separate violations. A person is guilty of a separate offense for each and every day or portion thereof during which he or it commits, continues, or permits a violation of this Subchapter.
- (c) Nothing in this Subchapter shall be intended to limit any of the penalties provided for under the California Health and Safety Code or Penal Code with regard to the sale, use, possession, delivery, and/or transportation of Fireworks.
- (d) Any administrative fine collected pursuant to this Section shall not be subject to Health and Safety Code section 12706. The administrative fines collected shall be allocated in

compliance with Health and Safety Code section 12557, which requires the Town to provide cost reimbursement to the State Fire Marshal for reimbursement of costs, including, but not limited to, transportation and disposal. Regulations are to be adopted by the State Fire Marshal setting forth this allocation. Unless and until such regulations have been adopted by the State of California, the Town shall hold in trust \$250.00 from any fine collected to cover the reimbursement to the State Fire Marshal for the cost of transportation and disposal of the dangerous fireworks. Alternatively, the City Council may adopt and amend a fee to cover such disposal and reimbursement costs by resolution.

2.10.070 Appeal of Administrative Citation and Fines; Hearing Procedures.

The recipient of an administrative citation pursuant to this Subchapter may appeal its validity by complying with all appeals provisions set forth in Division 3 of Chapter 2 of this Code.

2.10.080 Seizure of Fireworks.

The Police Chief or designee shall seize, take, remove, or cause to be removed, at the expense of the owner, all stocks of Fireworks offered or exposed for sale, stored, or held in violation of this Subchapter. Such seizure shall be subject to cost reimbursement to the State Fire Marshal in accordance with Section 2.10.060(d)."

ARTICLE 4. SEVERABILITY.

If any provision of this ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of this ordinance that can be given effect without the invalid provision or application and, to this extent, the provisions of this ordinance are hereby declared to be severable.

ARTICLE 5. CEQA.

The City Council's adoption of this Ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines, because it has no potential for resulting in physical change in the environment, directly or indirectly. The City Council further finds, under Title 14 of the California Code of Regulations, Section 15061(b)(3), that this Ordinance is nonetheless exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity exempt from CEQA. It also finds the ordinance is exempt from the requirements of CEQA pursuant to CEQA Guidelines Sections 15307 and 15308 as an action by a regulatory agency taken to protect the environment and natural resources.

ARTICLE 6. EFFECTIVE DATE.

This Ordinance shall take effect thirty (30) days after its passage and adoption, pursuant to California Government Code section 36937.

Certification of Adoption

I certify that the foregoing Ordinance No. XX was duly introduced at a regular meeting of the City Council of the Town of Colma held on January 11, 2023, and adopted at a regular meeting of the City Council of the Town of Colma held on January 25, 2023, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fiscaro					
<i>Voting Tally</i>					

Dated: _____

Joanne F. del Rosario, Mayor

Attest: _____

Caitlin Corley, City Clerk





STAFF REPORT

TO: Mayor and Members of the City Council

FROM: Brian Dossey, City Manager

MEETING DATE: January 25, 2023

SUBJECT: Authorize the Mayor to Sign a Letter Urging State Legislators to Amend Assembly Bill ("AB") 2449.

RECOMMENDATION

Staff recommends that the City Council make the following motion:

MOTION TO AUTHORIZE THE MAYOR TO SIGN THE ATTACHED LETTER URGING THE STATE LEGISLATORS TO AMEND ASSEMBLY BILL ("AB") 2449 PURSUANT TO CEQA GUIDELINE 15378

EXECUTIVE SUMMARY/BACKGROUND

The Ralph M. Brown Act ("Brown Act") is a California law that guarantees the public's right to attend and participate in meetings of local legislative bodies. Located at California Government Code 54950 et seq., it is an act of the California State Legislature, authored by Assemblymember Ralph M. Brown and passed in 1953.

The Brown Act allows a city council to use any type of teleconferencing in connection with any meeting. "Teleconference" is defined as "a meeting of individuals in different locations, connected by electronic means, through either audio or video, or both." While it allows for teleconferencing, the Brown Act imposes certain restrictions and requirements around what constitutes a quorum, posting agendas, noticing of teleconference locations, and public access.

In March 2020, Governor Newsom proclaimed a state of emergency in response to the outbreak of the novel coronavirus (COVID-19) and issued Executive Order N-29-20 easing certain Brown Act restrictions. In September 2021, Governor Newsom approved AB 361 to "improve and enhance public access to local agency meetings during the COVID19 pandemic and future applicable emergencies, by allowing broader access through teleconferencing options."

On October 17, 2022, Governor Newsom announced that the COVID-19 State of Emergency will end on February 28, 2023, effectively ending AB 361's term. However, AB 2449 that was signed into law on September 13, 2022, took effect on January 1, 2023. The table below, summarizes the key differences among traditional Brown Act teleconferencing rules, AB 361, and AB 2449.

Table – Key Differences in Teleconference Rules

	Brown Act Teleconferencing Rules	Traditional	AB 361	AB 2449
			Sept 16, 2021 – Jan 1, 2024	Jan 1, 2023 – Jan 1, 2026
1.	State of Emergency must be in effect? Per Governor Newsom, state of emergency ceases February 28, 2023.	N/A	Required	Waived
2.	Post agendas at all teleconference locations?	Required	Waived	Waived
3.	Each teleconference location is identified and accessible by the Public?	Required	Waived	Waived
4.	Quorum of legislative body at single location within jurisdiction boundaries	Required	Waived	Required
5.	Must demonstrate Just Cause (pre-approved) or Emergency Circumstances (voted on by agency prior to participation)	N/A	N/A	Required
6.	Limited to 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year	N/A	N/A	Required
7.	Requires agency to use full video conferencing or webcasting of meetings if members are going to be remote	N/A	N/A	Required
8.	Requires remote members to use audio and video and to disclose whether individuals over the age of 18 is present with them at the remote location	N/A	N/A	Required

ANALYSIS

Relaxing the Brown Act's teleconferencing requirements during the COVID-19 pandemic yielded numerous benefits. Local governments and regional decision-making boards were able to continue operating, unfettered, while protecting the health and safety of civil servants and the public. Many noted that public participation in meetings seemed to increase, as individuals were able to attend remotely from the safety and comfort their homes or work. In the past, vacations, sick time, or travel related to personal occupations may have prohibited participation in public meetings. During the pandemic, however, individuals could participate in public meetings regardless. Councilmembers who participate in dozens of regional decision-making bodies were able to call into meetings, effectively reducing single occupancy vehicle trips and reducing greenhouse gas emissions.

The new teleconferencing requirements imposed by AB 2449 would negate some of these benefits and pose new issues. AB 2449's quorum requirement, "just cause" and "emergency circumstances" requirements, and limitation on the number of remote meetings members may attend are unnecessarily restrictive. For example, AB 2449 requires a quorum of the legislative body from a single physical location open to the public, before invoking the "just cause" and "emergency circumstances requirements. A quorum at a single physical location for regional boards and committees seems arbitrary and particularly burdensome when members of these bodies are comprised of a geographically diverse membership of dozens of various cities and counties.

Local city councils and their standing committees are often comprised of individuals with full time occupations. AB 2449's "just cause" requirement unfairly prioritizes travel while on business of the legislative body or another state or local agency, but not travel related to an individual's occupation. This raises an equity concern that participation in local and regional government would be limited to officials at a certain socioeconomic level. "Just cause" is not a requirement under traditional Brown Act rules.

Furthermore, AB 2449 limits the number of meetings that may be attended remotely. This too, seems arbitrary. Local jurisdictions and their constituents are best suited to decide whether to host in-person or virtual meetings and to decide the limitations of those meetings.

In addition, there are privacy concerns related to the requirement to disclose the identity of any individual over the age of 18 and the webcasting technology requirement is not feasible for regional boards who meet in various meeting rooms not equipped with this technology.

The new restrictions on remote meetings posed by AB 2449 are unnecessarily arbitrary and burdensome. These concerns are summarized in the letter to State legislators in Attachment A.

ALTERNATIVES:

The alternatives available to the City Council include:

1. Authorize the Mayor, on behalf of the City Council, to sign the attached letter urging State legislators to amend Assembly Bill 2449; or

2. Do not authorize the Mayor to submit the attached letter.

FISCAL IMPACT

The City Council's motion to continue with virtual meetings will maintain the status quo and no financial impact is anticipated.

ENVIRONMENTAL ISSUES

The City Council's approval of a motion to reconfirm findings does not constitute a project under the California Environmental Quality Act (CEQA) Guideline 15378(b)(5) as it constitutes an organizational or administrative activity of the government that will not result in direct or indirect physical changes in the environment. Further, virtual meetings are likely to reduce certain impacts associated with vehicular travel related to in-person public meetings.

CONCLUSION

Staff recommends that the City Council authorize the Mayor, on behalf of the City Council, to sign the attached letter urging State legislators to amend Assembly Bill ("AB") 2449.

ATTACHMENTS

- A. Letter to Assemblymember Phil Ting



TOWN OF COLMA

1198 El Camino Real • Colma, California • 94014-3212
Tel 650.997.8300 • Fax 650.997.8308

Assemblymember Phil Ting
455 Golden Gate Ave #14600
San Francisco, CA 94102

Dear Assemblymember Ting:

We are writing to request that Assembly Bill ("AB") 2449 be amended to allow city councils, their standing committees, and regional boards more flexibility to establish their own teleconference requirements related to quorums, just cause and emergency requirements, and limitations on the number of remote meetings members may attend.

In March 2020, the Governor issued Executive Order N-29-20, giving local agencies more flexibility to deploy teleconferencing, and it was a monumental success. It protected the health and safety of civil servants and the public, while effectively and efficiently conducting the public's business.

Teleconferencing during the pandemic increased public participation, reduced single occupancy vehicle trips and travel costs, and decreased greenhouse gas (GHG) emissions.

We believe there are several unintended consequences of AB 2449 and respectfully request that the following requirements be considered for amendment:

1. **Just cause travel.** Local city councils and their standing committees are often comprised of individuals with full-time occupations. AB 2449's "just cause" requirement unfairly allows travel while on business "of the legislative body or another state or local agency," but not travel related to an individual's occupation. This raises an equity concern that participation in local and regional government would be limited to officials at a certain socioeconomic level. Travel for a member's occupation should be allowed under "just cause."
2. **Cap on number of remote meetings allowed.** The limitation on the number of meetings that may be attended remotely appears arbitrary. The State could consider mandating a "floor" for in-person meetings, i.e. at least two meetings per year must be in person, and allow regional boards and standing committees maximum flexibility in determining the "ceiling" or "cap" on the number of remote meetings permissible. To contrast, local officials serve in the communities in which they live and the return to in-person meetings for local jurisdictions is not an issue. Nonetheless, local jurisdictions and their constituents are best suited to decide whether to host in-person or virtual meetings and to decide the limitations of those meetings.
3. **Quorum.** Requiring a quorum at a single physical location for regional boards and their subcommittees and mandating that members of these bodies travel long distances to attend in-person meetings, contradicts the State's efforts to curb GHG emissions and seems arbitrary and particularly burdensome when regional boards are comprised of a

Joanne F. del Rosario, Mayor

John Irish Goodwin, Vice Mayor

Ken Gonzalez, Council Member • Carrie Slaughter, Council Member • Helen Fisicaro, Council Member
Brian Dossey, City Manager

geographically diverse membership of cities and counties. Regional boards, as well as standing committees of a city council should be allowed to stay 100% remote, with the option of deciding as a body, how many meetings should be attended in-person versus remote.

4. **Webcasting technology.** Unlike local city councils, regional boards meet in a variety of locations that often are not equipped with webcasting technology to enable hybrid meetings. Under AB 2449 regional boards will need to pivot from online meetings to in-person meetings.
5. **Disclosure.** The requirement to publicly disclose any individual in the room over the age of 18 is a privacy violation. For example, if a member is under the care of an at-home nurse, this should not need to be shared publicly.

We have serious concerns regarding AB 2449's measures to limit remote teleconferencing to a handful of emergency or restrictive just cause approvals. Without amendment, these measures will result in unnecessarily long travel times to meetings, suppressed attendance, and difficulty reaching quorum, which will in turn negatively impact the governing body's productive work.

We respectfully request that AB 2449 be amended to provide more flexibility to regional agencies and local governing bodies. The Brown Act ensures that officials and their constituents can have open and transparent meetings, which we now know can occur using modern technology.

As representatives of local governments and regional boards, we believe in the benefit of increased access in our communities. We look forward to collaborating with you to promote greater flexibility and participation in the decision-making process by incorporating the changes we have proposed. Thank you for your time and consideration of this important matter that impacts all of us.

Sincerely,

Joanne F. del Rosario
Mayor

cc: Senator Scott Weiner



STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Brian Dossey, City Manager
 MEETING DATE: January 25, 2023
 SUBJECT: Sale of 1365 Mission Road

RECOMMENDATION

Staff recommends that the City Council adopt the following resolution:

RESOLUTION APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE AND SALE AGREEMENT FOR THE SALE OF THE TOWN OWNED PROPERTY AT 1365 MISSION ROAD IN THE AMOUNT OF \$940,000.00, INCLUDING THE EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE SALE AND CLOSE ESCROW PURSUANT TO CEQA GUIDELINE 15061(B)(3)

EXECUTIVE SUMMARY

At the July 21, 2022, City Council meeting the Council determined the property located at 1365 Mission Road was exempt surplus property under the State Surplus Land Act, and authorized the City Manager to prepare, list and sell the Town owned unit at 1365 Mission Road. Subsequent to this City Council meeting, State Housing and Community Development, after an inquiry from Town staff, determined that the sale of the property was not subject to the State Surplus Land Act. In October of 2022 the unit was put on the market at \$999,999.00; however due to a softening of the real estate market and little interest from potential buyers the unit was taken off the market in mid-December 2022 with the plan to relist the property for sale at a lower price point in January 2023. Before the unit could be re-listed Hildebrand Realty found a buyer with an offer of \$940,000.00. In good faith, the City Manager accepted the offer and is recommending the City Council now formally approve the sale of 1365 Mission Road and authorize the City Manager to execute any and all documents necessary pertaining to the sale and closing escrow.

BACKGROUND AND ANALYSIS

As part of the 2020-2022 Strategic Plan, staff was directed to look for strategies that would help generate revenue for the Town of Colma. This strategy is also in alignment with the 2017-2019 Strategic Plan previous goal of Securing the Town's Long Term Financial Health. As part of both of these goals, and during Strategic Plan workshops over the past few years, staff had proposed the sale of the property at 1365 Mission Road as a one-time injection of revenue increasing the Town reserves for future projects or emergencies.

At the July 21, 2022, City Council meeting the City Manager was directed to prepare the property for sale and then contract with a local real estate agent to list and sell the property.

Surplus Land Act Compliance

As the City Council may be aware, any disposal or sale of public property is subject to the Surplus Land Act contained at Government Code Section 54220 et seq. (the "Act"). In general, the Act requires that prior to disposing of land, the local agency must determine if the land is considered "surplus land" or "exempt surplus land." Surplus land must be sold pursuant to the provisions of the Act. Exempt surplus land does not need to comply with the noticing and timing provisions of the Act.

At the July 21, 2022, City Council meeting, the City Council determined the property was exempt surplus property under the Act. Shortly thereafter, staff inquired with State Housing and Community Development, the State agency charged with enforcing the State Surplus Land Act.

In October 2022, staff received an e-mail from the California Department of Housing and Community Development stating that the unit at 1365 Mission Road is not subject to the Surplus Land Act. This was also confirmed at the City Council Meeting on December 14, 2022, when the City Council adopted a resolution regarding the State Surplus Land Act.

Town Purchasing Ordinance Compliance

Also at the July 21, 2022, City Council meeting, Council found that the City Manager could contract with Hildebrand Real Estate for the listing and sale of the property under the Town's Purchasing Ordinance. As the selling agent Hildebrand would receive the industry standard commission of 2.5% of the sale price of the unit.

Per the Town's Purchasing Ordinance, the City Manager is authorized to contract for services with any vendor without competitive bidding where the total payment by the Town is not more than \$75,000. See, Colma Municipal Code Section 1.06.060. Since the Town received an offer of \$940,000.00, the total commission at 2.5% is estimated to be \$23,500.00, which is well under the \$75,000 threshold to trigger competitive bidding under the Town's Purchasing Ordinance. As such, the City Manager directly contracted with Hildebrand for the sale of the property.

Details of Offer for 1365 Mission Road

On January 10, 2022, the City Manager was notified by Hildebrand Realty that they had received an offer for the unit at 1365 Mission Road of \$940,000.00. After discussion with Hildebrand, the City Manager accepted the offer in good faith due to the ever-softening real estate market caused by higher interest rates. Below is a summary of the offer.

<u>PURCHASE OFFER SUMMARY</u>	
Property Address	1365 Mission Road, South San Francisco
Offer Date	Sunday, January 9, 2022

OFFER DETAILS		
Intent to Occupy		Yes
Home Warranty		Yes
Title Company		DOMA Title Company
Title/Escrow Fees		Paid by Buyer
Appraisal Contingency (Days)		10
Property Condition (Days)		10
Close of Escrow (Days)		25
Good Faith Deposit	3.00%	\$28,200
Complete Down		\$70,000
Loan Amount		\$870,000
Full Offer Amount		\$940,000

FISCAL IMPACT

The City Council's decision to sell the property at 1365 Mission Road will increase the Town's reserves by an estimated amount of \$940,000.00 minus agent commission and fees. During the upcoming budget study sessions staff will recommend dedicating revenues received to the General Fund (11) as well as the Capital Fund (31).

ENVIRONMENTAL

The City Council's action to sell the property at 1365 Mission Road is not a project subject to the California Environmental Quality Act as it can be seen with certainty that the action will not have a significant effect on the environment pursuant to CEQA Guideline 15061(b)(3). This is especially true as any sale would maintain the status quo and cause no change in the environment.

CONCLUSION

Staff recommends that the City Council adopt a resolution approving and authorizing the City Manager to effectuate the sale of the Town owned property at 1365 Mission Road in the amount of \$940,000, including the execution of any and all documents necessary to complete the sale and close escrow.

ATTACHMENTS

- A. Resolution
- B. Purchase Agreement



**RESOLUTION NO. 2023-__
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A
PURCHASE AND SALE AGREEMENT FOR THE SALE OF THE TOWN OWNED PROPERTY
AT 1365 MISSION ROAD IN THE AMOUNT OF \$940,000.00, INCLUDING THE
EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE SALE
AND CLOSE ESCROW PURSUANT TO CEQA GUIDELINE 15061(B)(3)**

The City Council of the Town of Colma does resolve as follows:

1. Background

(a) At the City Council meeting held on July 21, 2022, the City Council determined the property located at 1365 Mission Road was exempt surplus property under the State Surplus Land Act, and authorized the City Manager to prepare, list and sell the Town owned unit at 1365 Mission Road.

(b) Subsequent to this City Council meeting, in October of 2022, State Housing and Community Development, after an inquiry from Town staff, determined that the sale of the property was not subject to the State Surplus Land Act.

(c) In selecting the vendor to list the unit for sale, pursuant to the Town’s Purchasing Ordinance, the City Manager is authorized to execute any agreement that does not result in payment of more than \$75,000 and because the maximum commission to be paid as part of any sale would total 2.5% or \$23,500.00, competitive bidding in selecting a vendor is not required.

(d) After originally listing the unit for \$999,999.00, the Town has received an offer at \$940,000.00.

(e) Staff is now recommending that the City Council approve and authorize the City Manager to execute the Purchase and Sale Agreement to finalize the sale of the unit.

2. Approval and Authorization

(a) The Purchase and Sale Agreement to effectuate the sale, a copy of which is on file with the City Clerk, is approved by the City Council of the Town of Colma.

(b) The City Manager is hereby authorized to execute said contract on behalf of the Town of Colma, including any and all other documents necessary to effectuate the sale, with such minor technical amendments as may be deemed appropriate by the City Manager and the City Attorney.

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Certification of Adoption

I certify that the foregoing Resolution 2023-__ was duly adopted at a regular meeting of said City Council held on January 25, 2023 by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
<i>Voting Tally</i>					

Dated _____

Joanne F. del Rosario, Mayor

Attest: _____
Caitlin Corley, City Clerk

Authentisign ID: 0DC06FE7-1581-ED11-AC20-0050F2765AB1
Authentisign ID: 5301A9DF-FD91-40C2-A186-DF4BEC062U7



CALIFORNIA
ASSOCIATION
OF REALTORS®

DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP

(As required by the Civil Code)
(C.A.R. Form AD, Revised 12/21)

(If checked) This form is being provided in connection with a transaction for a leasehold interest exceeding one year as per Civil Code section 2079.13(j), (k), and (l).

When you enter into a discussion with a real estate agent regarding a real estate transaction, you should from the outset understand what type of agency relationship or representation you wish to have with the agent in the transaction.

SELLER'S AGENT

A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or a subagent of that agent has the following affirmative obligations:

To the Seller: A Fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Seller.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties. An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

BUYER'S AGENT

A Buyer's agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations:

To the Buyer: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Buyer.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties. An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

AGENT REPRESENTING BOTH SELLER AND BUYER

A real estate agent, either acting directly or through one or more salespersons and broker associates, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer.

In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer:

- (a) A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either the Seller or the Buyer.
- (b) Other duties to the Seller and the Buyer as stated above in their respective sections.

In representing both Seller and Buyer, a dual agent may not, without the express permission of the respective party, disclose to the other party confidential information, including, but not limited to, facts relating to either the Buyer's or Seller's financial position, motivations, bargaining position, or other personal information that may impact price, including the Seller's willingness to accept a price less than the listing price or the Buyer's willingness to pay a price greater than the price offered.

SELLER AND BUYER RESPONSIBILITIES

Either the purchase agreement or a separate document will contain a confirmation of which agent is representing you and whether that agent is representing you exclusively in the transaction or acting as a dual agent. Please pay attention to that confirmation to make sure it accurately reflects your understanding of your agent's role.

The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect his or her own interests. You should carefully read all agreements to assure that they adequately express your understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal or tax advice is desired, consult a competent professional.

If you are a Buyer, you have the duty to exercise reasonable care to protect yourself, including as to those facts about the property which are known to you or within your diligent attention and observation.

Both Sellers and Buyers should strongly consider obtaining tax advice from a competent professional because the federal and state tax consequences of a transaction can be complex and subject to change.

Throughout your real property transaction you may receive more than one disclosure form, depending upon the number of agents assisting in the transaction. The law requires each agent with whom you have more than a casual relationship to present you with this disclosure form. You should read its contents each time it is presented to you, considering the relationship between you and the real estate agent in your specific transaction. **This disclosure form includes the provisions of Sections 2079.13 to 2079.24, inclusive, of the Civil Code set forth on page 2. Read it carefully. I/WE ACKNOWLEDGE RECEIPT OF A COPY OF THIS DISCLOSURE AND THE PORTIONS OF THE CIVIL CODE PRINTED ON THE SECOND PAGE.**

Buyer Seller Landlord Tenant Authentisign
Chris Neil Roman Date 01/09/2023
1/9/2023 4:44:37 PM PST

Buyer Seller Landlord Tenant Authentisign
Chris Neil Roman Date 01/09/2023
Desiree Romero Roman Date 01/09/2023
1/9/2023 5:17:05 PM PST

Agent Intero Real Estate Services DRE Lic. # 01522213
Real Estate Broker (Firm)

By Authentisign
Joraine Flores Costales Date 01/09/2023
1/9/2023 4:47:42 PM PST Joraine Flores Costales DRE Lic. # 01848062
(Salesperson or Broker-Associate, if any)

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AD REVISED 12/21 (PAGE 1 OF 2)

Authentisign
Brian Dossey 01/11/23



DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP (AD PAGE 1 OF 2)

SECTIONS 2079.13 – 2079.24 (2019.16 APPEARS ON THE FRONT)

2079.13. As used in Sections 2079.7 and 2079.14 to 2079.24, inclusive, the following terms have the following meanings:

(a) "Agent" means a person acting under provisions of Title 9 (commencing with Section 2295) in a real property transaction, and includes a person who is licensed as a real estate broker under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code, and under whose license a listing is executed or an offer to purchase is obtained. The agent in the real property transaction bears responsibility for that agent's salespersons or broker associates who perform as agents of the agent. When a salesperson or broker associate owes a duty to any principal, or to any buyer or seller who is not a principal, in a real property transaction, that duty is equivalent to the duty owed to that party by the broker for whom the salesperson or broker associate functions. (b) "Buyer" means a transferee in a real property transaction, and includes a person who executes an offer to purchase real property from a seller through an agent, or who seeks the services of an agent in more than a casual, transitory, or preliminary manner, with the object of entering into a real property transaction. "Buyer" includes vendee or lessee of real property. (c) "Commercial real property" means all real property in the state, except (1) single-family residential real property, (2) dwelling units made subject to Chapter 2 (commencing with Section 1940) of Title 5, (3) a mobilehome, as defined in Section 798.3, (4) vacant land, or (5) a recreational vehicle, as defined in Section 799.29. (d) "Dual agent" means an agent acting, either directly or through a salesperson or broker associate, as agent for both the seller and the buyer in a real property transaction. (e) "Listing agreement" means a written contract between a seller of real property and an agent, by which the agent has been authorized to sell the real property or to find or obtain a buyer, including rendering other services for which a real estate license is required to the seller pursuant to the terms of the agreement. (f) "Seller's agent" means a person who has obtained a listing of real property to act as an agent for compensation. (g) "Listing price" is the amount expressed in dollars specified in the listing for which the seller is willing to sell the real property through the seller's agent. (h) "Offering price" is the amount expressed in dollars specified in an offer to purchase for which the buyer is willing to buy the real property. (i) "Offer to purchase" means a written contract executed by a buyer acting through a buyer's agent that becomes the contract for the sale of the real property upon acceptance by the seller. (j) "Real property" means any estate specified by subdivision (1) or (2) of Section 761 in property, and includes (1) single-family residential property, (2) multiunit residential property with more than four dwelling units, (3) commercial real property, (4) vacant land, (5) a ground lease coupled with improvements, or (6) a manufactured home as defined in Section 18007 of the Health and Safety Code, or a mobilehome as defined in Section 18008 of the Health and Safety Code, when offered for sale or sold through an agent pursuant to the authority contained in Section 10131.6 of the Business and Professions Code. (k) "Real property transaction" means a transaction for the sale of real property in which an agent is retained by a buyer, seller, or both a buyer and seller to act in that transaction, and includes a listing or an offer to purchase. (l) "Sell," "sale," or "sold" refers to a transaction for the transfer of real property from the seller to the buyer and includes exchanges of real property between the seller and buyer, transactions for the creation of a real property sales contract within the meaning of Section 2985, and transactions for the creation of a leasehold exceeding one year's duration. (m) "Seller" means the transferor in a real property transaction and includes an owner who lists real property with an agent, whether or not a transfer results, or who receives an offer to purchase real property of which he or she is the owner from an agent on behalf of another. "Seller" includes both a vendor and a lessor of real property. (n) "Buyer's agent" means an agent who represents a buyer in a real property transaction.

2079.14. A seller's agent and buyer's agent shall provide the seller and buyer in a real property transaction with a copy of the disclosure form specified in Section 2079.16, and shall obtain a signed acknowledgment of receipt from that seller and buyer, except as provided in Section 2079.15, as follows: (a) The seller's agent, if any, shall provide the disclosure form to the seller prior to entering into the listing agreement. (b) The buyer's agent shall provide the disclosure form to the buyer as soon as practicable prior to execution of the buyer's offer to purchase. If the offer to purchase is not prepared by the buyer's agent, the buyer's agent shall present the disclosure form to the buyer not later than the next business day after receiving the offer to purchase from the buyer.

2079.15. In any circumstance in which the seller or buyer refuses to sign an acknowledgment of receipt pursuant to Section 2079.14, the agent shall set forth, sign, and date a written declaration of the facts of the refusal.

2079.16 Reproduced on Page 1 of this AD form.

2079.17(a) As soon as practicable, the buyer's agent shall disclose to the buyer and seller whether the agent is acting in the real property transaction as the buyer's agent, or as a dual agent representing both the buyer and the seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller, the buyer, and the buyer's agent prior to or coincident with execution of that contract by the buyer and the seller, respectively. (b) As soon as practicable, the seller's agent shall disclose to the seller whether the seller's agent is acting in the real property transaction as the seller's agent, or as a dual agent representing both the buyer and seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller and the seller's agent prior to or coincident with the execution of that contract by the seller.

CONFIRMATION: (c) The confirmation required by subdivisions (a) and (b) shall be in the following form:

Seller's Brokerage Firm _____ DO NOT COMPLETE. SAMPLE ONLY _____ License Number _____
Is the broker of (check one): the seller; or both the buyer and seller. (dual agent)
Seller's Agent _____ DO NOT COMPLETE. SAMPLE ONLY _____ License Number _____
Is (check one): the Seller's Agent. (salesperson or broker associate) both the Buyer's and Seller's Agent. (dual agent)
Buyer's Brokerage Firm _____ DO NOT COMPLETE. SAMPLE ONLY _____ License Number _____
Is the broker of (check one): the buyer; or both the buyer and seller. (dual agent)
Buyer's Agent _____ DO NOT COMPLETE. SAMPLE ONLY _____ License Number _____
Is (check one): the Buyer's Agent. (salesperson or broker associate) both the Buyer's and Seller's Agent. (dual agent)

(d) The disclosures and confirmation required by this section shall be in addition to the disclosure required by Section 2079.14. An agent's duty to provide disclosure and confirmation of representation in this section may be performed by a real estate salesperson or broker associate affiliated with that broker.

2079.18 (Repealed pursuant to AB-1289)

2079.19 The payment of compensation or the obligation to pay compensation to an agent by the seller or buyer is not necessarily determinative of a particular agency relationship between an agent and the seller or buyer. A listing agent and a selling agent may agree to share any compensation or commission paid, or any right to any compensation or commission for which an obligation arises as the result of a real estate transaction, and the terms of any such agreement shall not necessarily be determinative of a particular relationship.

2079.20 Nothing in this article prevents an agent from selecting, as a condition of the agent's employment, a specific form of agency relationship not specifically prohibited by this article if the requirements of Section 2079.14 and Section 2079.17 are complied with.

2079.21 (a) A dual agent may not, without the express permission of the seller, disclose to the buyer any confidential information obtained from the seller. (b) A dual agent may not, without the express permission of the buyer, disclose to the seller any confidential information obtained from the buyer. (c) "Confidential information" means facts relating to the client's financial position, motivations, bargaining position, or other personal information that may impact price, such as the seller is willing to accept a price less than the listing price or the buyer is willing to pay a price greater than the price offered.

(d) This section does not alter in any way the duty or responsibility of a dual agent to any principal with respect to confidential information other than price.

2079.22 Nothing in this article precludes a seller's agent from also being a buyer's agent. If a seller or buyer in a transaction chooses to not be represented by an agent, that does not, of itself, make that agent a dual agent.

2079.23 A contract between the principal and agent may be modified or altered to change the agency relationship at any time before the performance of the act which is the object of the agency with the written consent of the parties to the agency relationship.

2079.24 Nothing in this article shall be construed to either diminish the duty of disclosure owed buyers and sellers by agents and their associate licensees, subagents, and employees or to relieve agents and their associate licensees, subagents, and employees from liability for their conduct in connection with acts governed by this article or for any breach of a fiduciary duty or a duty of disclosure.

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AD REVISED 12/21 (PAGE 2 OF 2)



DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP (AD PAGE 2 OF 2)



FAIR HOUSING & DISCRIMINATION ADVISORY

(C.A.R. Form FHDA, 6/22)

1. **EQUAL ACCESS TO HOUSING FOR ALL:** All housing in California is available to all persons. Discrimination as noted below is prohibited by law. Resources are available for those who have experienced unequal treatment under the law.
2. **FEDERAL AND STATE LAWS PROHIBIT DISCRIMINATION AGAINST IDENTIFIED PROTECTED CLASSES:**
 - A. **FEDERAL FAIR HOUSING ACT ("FHA")** Title VIII of the Civil Rights Act; 42 U.S.C. §§ 3601-3619; Prohibits discrimination in sales, rental or financing of residential housing against persons in protected classes;
 - B. **CALIFORNIA FAIR EMPLOYMENT AND HOUSING ACT ("FEHA")** California Government Code ("GC") §§ 12900-12996, 12955; 2 California Code of Regulations ("CCR") §§ 12005-12271; Prohibits discrimination in sales, rental or financing of housing opportunity against persons in protected classes by providers of housing accommodation and financial assistance services as related to housing;
 - C. **CALIFORNIA UNRUH CIVIL RIGHTS ACT ("Unruh")** California Civil Code ("CC") § 51; Prohibits business establishments from discriminating against, and requires full and equal accommodation, advantages, facilities, privileges, and services to persons in protected classes;
 - D. **AMERICANS WITH DISABILITIES ACT ("ADA")** 42 U.S.C. §§ 12181-12189; Title III of the ADA prohibits discrimination based on disability in public accommodations; and
 - E. **OTHER FAIR HOUSING LAWS:** § 504 of Rehabilitation Act of 1973 29 U.S.C. § 794; Ralph Civil Rights Act CC § 51.7.; California Disabled Persons Act; CC §§ 54-55.32; any local city or county fair housing ordinances, as applicable.
3. **POTENTIAL LEGAL REMEDIES FOR UNLAWFUL DISCRIMINATION: Violations of fair housing laws may result in monetary civil fines, injunctive relief, compensatory and/or punitive damages, and attorney fees and costs.**
4. **PROTECTED CLASSES/CHARACTERISTICS:** Whether specified in Federal or State law or both, discrimination against persons if based on that person's belonging to, association with, or perceived membership in, certain classes or categories, such as the following, is prohibited. Other classes, categories or restrictions may also apply.



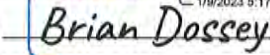
Race	Color	Ancestry	National Origin	Religion
Age	Sex, Sexual Orientation	Gender, Gender Identity, Gender expression	Marital Status	Familial Status (family with a child or children under 18)
Citizenship	Immigration Status	Primary Language	Military/Veteran Status	Source of Income (e.g., Section 8 Voucher)
Medical Condition	Disability (Mental & Physical)	Genetic Information	Criminal History (non-relevant convictions)	Any arbitrary characteristic

5. **THE CALIFORNIA DEPARTMENT OF REAL ESTATE REQUIRES TRAINING AND SUPERVISION TO PREVENT HOUSING DISCRIMINATION BY REAL ESTATE LICENSEES:**
 - A. California Business & Professions Code ("B&PC") § 10170.5(a)(4) requires 3 hours of training on fair housing for DRE license renewal; Real Estate Regulation § 2725(f) requires brokers who oversee salespersons to be familiar with the requirements of federal and state laws relating to the prohibition of discrimination.
 - B. Violation of DRE regulations or real estate laws against housing discrimination by a real estate licensee may result in the loss or suspension of the licensee's real estate license. B&PC § 10177(l)(1); 10 CCR § 2780
6. **REALTOR® ORGANIZATIONS PROHIBIT DISCRIMINATION:** NAR Code of Ethics Article 10 prohibits discrimination in employment practices or in rendering real estate license services against any person because of race, color, religion, sex, handicap, familial status, national origin, sexual orientation, or gender identity by REALTORS®.
7. **WHO IS REQUIRED TO COMPLY WITH FAIR HOUSING LAWS?**
 Below is a non-exclusive list of providers of housing accommodations or financial assistance services as related to housing who are most likely to be encountered in a housing transaction and who must comply with fair housing laws.
 - Sellers
 - Real estate licensees
 - Mobilehome parks
 - Insurance companies
 - Landlords
 - Real estate brokerage firms
 - Homeowners Associations ("HOAs");
 - Government housing services
 - Sublessors
 - Property managers
 - Banks and Mortgage lenders
 - Appraisers
8. **EXAMPLES OF CONDUCT THAT MAY NOT BE MOTIVATED BY DISCRIMINATORY INTENT BUT COULD HAVE A DISCRIMINATORY EFFECT:**
 - A. Prior to acceptance of an offer, asking for or offering buyer personal information or letters from the buyer, especially with photos. Those types of documents may inadvertently reveal, or be perceived as revealing, protected status information thereby increasing the risk of (i) actual or unconscious bias, and (ii) potential legal claims against sellers and others by prospective buyers whose offers were rejected.
 - B. Refusing to rent (i) an upper-level unit to an elderly tenant out of concern for the tenant's ability to navigate stairs or (ii) a house with a pool to a person with young children out of concern for the children's safety.
9. **EXAMPLES OF UNLAWFUL OR IMPROPER CONDUCT BASED ON A PROTECTED CLASS OR CHARACTERISTIC:**
 - A. Refusing to negotiate for a sale, rental or financing or otherwise make a housing opportunity unavailable; failing to present offers due to a person's protected status;
 - B. Refusing or failing to show, rent, sell or finance housing; "channeling" or "steering" a prospective buyer or tenant to or away from a particular area due to that person's protected status or because of the racial, religious or ethnic composition of the neighborhood;
 - C. "Blockbusting" or causing "panic selling" by inducing a listing, sale or rental based on the grounds of loss of value of property, increase in crime, or decline in school quality due to the entry or prospective entry of people in protected categories into the neighborhood;
 - D. Making any statement or advertisement that indicates any preference, limitation, or discrimination;



- E. Inquiring about protected characteristics (such as asking tenant applicants if they are married, or prospective purchasers if they have children or are planning to start a family);
 - F. Using criminal history information before otherwise affirming eligibility, and without a legally sufficient justification;
 - G. Failing to assess financial standards based on the portion of the income responsible by a tenant who receives government subsidies (such as basing an otherwise neutral rent to income ratio on the whole rent rather than just the part of rent that is the tenant's responsibility);
 - H. Denying a home loan or homeowner's insurance;
 - I. Offering inferior terms, conditions, privileges, facilities or services;
 - J. Using different qualification criteria or procedures for sale or rental of housing such as income standards, application requirements, application fees, credit analyses, sale or rental approval procedures or other requirements;
 - K. Harassing a person;
 - L. Taking an adverse action based on protected characteristics;
 - M. Refusing to permit a reasonable modification to the premises, as requested by a person with a disability (such as refusing to allow a wheelchair bound tenant to install, at their expense, a ramp over front or rear steps, or refusing to allow a physically disabled tenant from installing, at their own expense, grab bars in a shower or bathtub);
 - N. Refusing to make reasonable accommodation in policies, rules, practices, or services for a person with a disability (such as the following, if an actual or prospective tenant with a disability has a service animal or support animal):
 - (i) Failing to allow that person to keep the service animal or emotional support animal in rental property,
 - (ii) Charging that person higher rent or increased security deposit, or
 - (iii) Failing to show rental or sale property to that person who is accompanied by the service animal or support animal, and;
 - O. Retaliating for asserting rights under fair housing laws.
- 10. EXAMPLES OF POSITIVE PRACTICES:**
- A. Real estate licensees working with buyers or tenants should apply the same objective property selection criteria, such as location/neighborhood, property features, and price range and other considerations, to all prospects.
 - B. Real estate licensees should provide complete and objective information to all clients based on the client's selection criteria.
 - C. Real estate licensees should provide the same professional courtesy in responding to inquiries, sharing of information and offers of assistance to all clients and prospects.
 - D. Housing providers should not make any statement or advertisement that directly or indirectly implies preference, limitation, or discrimination regarding any protected characteristic (such as "no children" or "English-speakers only").
 - E. Housing providers should use a selection process relying on objective information about a prospective buyer's offer or tenant's application and not seek any information that may disclose any protected characteristics (such as using a summary document, e.g. C.A.R. Form SUM-MO, to compare multiple offers on objective terms).
- 11. FAIR HOUSING RESOURCES:** If you have questions about your obligations or rights under the Fair Housing laws, or you think you have been discriminated against, you may want to contact one or more of the sources listed below to discuss what you can do about it, and whether the resource is able to assist you.
- A. Federal: https://www.hud.gov/program_offices/fair_housing_equal_opp
 - B. State: <https://www.dfeh.ca.gov/housing/>
 - C. Local: local Fair Housing Council office (non-profit, free service)
 - D. DRE: <https://www.dre.ca.gov/Consumers/FileComplaint.html>
 - E. Local Association of REALTORS®. List available at: <https://www.car.org/en/contactus/rosters/localassociationroster>.
 - F. Any qualified California fair housing attorney, or if applicable, landlord-tenant attorney.
- 12. LIMITED EXCEPTIONS TO FAIR HOUSING REQUIREMENTS:** No person should rely on any exception below without first seeking legal advice about whether the exception applies to their situation. Real estate licensees are not qualified to provide advice on the application of these exceptions.
- A. Legally compliant senior housing is exempt from FHA, FEHA and Unruh as related to age or familial status only;
 - B. An owner of a single-family residence who resides at the property with one lodger may be exempt from FEHA for rental purposes, PROVIDED no real estate licensee is involved in the rental;
 - C. An owner of a single-family residence may be exempt from FHA for sale or rental purposes, PROVIDED (i) no real estate licensee is involved in the sale or rental and (ii) no discriminatory advertising is used, and (iii) the owner owns no more than three single-family residences. Other restrictions apply;
 - D. An owner of residential property with one to four units who resides at the property, may be exempt from FHA for rental purposes, PROVIDED no real estate licensee is involved in the rental; and
 - E. Both FHA and FEHA do not apply to roommate situations. See, *Fair Housing Council v Roommate.com LLC*, 666 F.3d 1216 (2019).
 - F. Since both the 14th Amendment of the U.S. Constitution and the Civil Rights Act of 1866 prohibit discrimination based on race; the FHA and FEHA exemptions do not extend to discrimination based on race.

Buyer/Tenant and Seller/Landlord have read, understand and acknowledge receipt of a copy of this Fair Housing & Discrimination Advisory.

Buyer/Tenant		<u>Chris Neil Roman</u>	Date	<u>01/09/2023</u>
Buyer/Tenant		<u>Desiree Romero Roman</u>	Date	<u>01/09/2023</u>
Seller/Landlord		<u>Town of Colma</u>	Date	<u>01/11/23</u>
Seller/Landlord			Date	

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FHDA REVISED 6/22 (PAGE 2 OF 2)

FAIR HOUSING AND DISCRIMINATION ADVISORY (FHDA PAGE 2 OF 2)

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1365 Mission Rd.





CALIFORNIA
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POSSIBLE REPRESENTATION OF MORE THAN ONE BUYER OR SELLER - DISCLOSURE AND CONSENT

(C.A.R. Form PRBS, Revised 12/21)

A real estate broker (Broker), whether a corporation, partnership or sole proprietorship, may represent more than one buyer or seller. This multiple representation can occur through an individual licensed as a broker or salesperson or through different individual broker's or salespersons (associate licensees) acting under the Broker's license. The associate licensees may be working out of the same or different office locations.

Multiple Buyers: Broker (individually or through its associate licensees) may be working with many prospective buyers at the same time. These prospective buyers may have an interest in, and make offers on, the same properties. Some of these properties may be listed with Broker and some may not. Broker will not limit or restrict any particular buyer from making an offer on any particular property whether or not Broker represents other buyers interested in the same property.

Multiple Sellers: Broker (individually or through its associate licensees) may have listings on many properties at the same time. As a result, Broker will attempt to find buyers for each of those listed properties. Some listed properties may appeal to the same prospective buyers. Some properties may attract more prospective buyers than others. Some of these prospective buyers may be represented by Broker and some may not. Broker will market all listed properties to all prospective buyers whether or not Broker has another or other listed properties that may appeal to the same prospective buyers.

Dual Agency: If Seller is represented by Broker, Seller acknowledges that broker may represent prospective buyers of Seller's property and consents to Broker acting as a dual agent for both seller and buyer in that transaction. If Buyer is represented by Broker, buyer acknowledges that Broker may represent sellers of property that Buyer is interested in acquiring and consents to Broker acting as a dual agent for both buyer and seller with regard to that property.

In the event of dual agency, seller and buyer agree that: a dual agent may not, without the express permission of the respective party, disclose to the other party confidential information, including, but not limited to, facts relating to either the buyer's or seller's financial position, motivations, bargaining position, or other personal information that may impact price, including the seller's willingness to accept a price less than the listing price or the buyer's willingness to pay a price greater than the price offered; and except as set forth above, a dual agent is obligated to disclose known facts materially affecting the value or desirability of the Property to both parties.

Offers not necessarily confidential: Buyer is advised that seller or listing agent may disclose the existence, terms, or conditions of buyer's offer unless all parties and their agent have signed a written confidentiality agreement. Whether any such information is actually disclosed depends on many factors, such as current market conditions, the prevailing practice in the real estate community, the listing agent's marketing strategy and the instructions of the seller.

Buyer and seller understand that Broker may represent more than one buyer or more than one seller and even both buyer and seller on the same transaction and consents to such relationships.

Seller and/or Buyer acknowledges reading and understanding this Possible Representation of More Than One Buyer or Seller - Disclosure and Consent and agrees to the agency possibilities disclosed.

Seller	<u>Brian Dossey</u>	<u>Town of Colma</u>	Date	<u>01/11/23</u>	
Seller			Date		
Buyer	<u>Chris Neil Roman</u>	<u>Chris Neil Roman</u>	Date	<u>01/09/2023</u>	
Buyer	<u>Desiree Romero Roman</u>	<u>Desiree Romero Roman</u>	Date	<u>01/09/2023</u>	
Buyer's Brokerage Firm	<u>Intero Real Estate Services</u>	DRE Lic #	<u>01522213</u>	Date	<u>01/09/2023</u>
By	<u>Joraine Flores Costales</u>	DRE Lic #	<u>01848062</u>	Date	<u>01/09/2023</u>
Seller's Brokerage Firm	<u>Hildebrand Real Estate Group</u>	DRE Lic #	<u>00695854</u>	Date	<u>01/09/2023</u>
By	<u>Melanie Hildebrand</u>	DRE Lic #	<u>00695854</u>	Date	<u>01/11/23</u>

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PRBS REVISED 12/21 (PAGE 1 OF 1)

POSSIBLE REPRESENTATION OF MORE THAN ONE BUYER OR SELLER (PRBS PAGE 1 OF 1)



WIRE FRAUD AND ELECTRONIC FUNDS TRANSFER ADVISORY

(C.A.R. Form WFA, Revised 12/21)

Property Address: 1365 Mission Rd, South San Francisco, CA 94080 ("Property").

WIRE FRAUD AND ELECTRONIC FUNDS TRANSFERS ADVISORY:

The ability to communicate and conduct business electronically is a convenience and reality in nearly all parts of our lives. At the same time, it has provided hackers and scammers new opportunities for their criminal activity. Many businesses have been victimized and the real estate business is no exception.

While wiring or electronically transferring funds is a welcome convenience, we all need to exercise extreme caution. Emails attempting to induce fraudulent wire transfers have been received and have appeared to be legitimate. Reports indicate that some hackers have been able to intercept emailed transfer instructions, obtain account information and, by altering some of the data, redirect the funds to a different account. It also appears that some hackers were able to provide false phone numbers for verifying the wiring or funds transfer instructions. In those cases, the victim called the number provided to confirm the instructions, and then unwittingly authorized a transfer to somewhere or someone other than the intended recipient.

ACCORDINGLY, YOU ARE ADVISED:

1. Obtain phone numbers and account numbers only from Escrow Officers, Property Managers, or Landlords at the beginning of the transaction.
2. DO NOT EVER WIRE OR ELECTRONICALLY TRANSFER FUNDS PRIOR TO CALLING TO CONFIRM THE TRANSFER INSTRUCTIONS. ONLY USE A PHONE NUMBER YOU WERE PROVIDED PREVIOUSLY. Do not use any different phone number or account number included in any emailed transfer instructions.
3. Orally confirm the transfer instruction is legitimate and confirm the bank routing number, account numbers and other codes before taking steps to transfer the funds.
4. Avoid sending personal information in emails or texts. Provide such information in person or over the telephone directly to the Escrow Officer, Property Manager, or Landlord.
5. Take steps to secure the system you are using with your email account. These steps include creating strong passwords, using secure WiFi, and not using free services.




If you believe you have received questionable or suspicious wire or funds transfer instructions, immediately notify your bank, and the other party, and the Escrow Office, Landlord, or Property Manager. The sources below, as well as others, can also provide information:

Federal Bureau of Investigation: <https://www.fbi.gov/>; the FBI's IC3 at www.ic3.gov; or 310-477-6565

National White Collar Crime Center: <http://www.nw3c.org/>

On Guard Online: <https://www.onguardonline.gov/>

NOTE: There are existing alternatives to electronic and wired fund transfers such as cashier's checks. By signing below, the undersigned acknowledge that each has read, understands and has received a copy of this Wire Fraud and Electronic Funds Transfer Advisory.

Buyer/Tenant		<u>Chris Neil Roman</u>	Date	<u>01/09/2023</u>
Buyer/Tenant		<u>Desiree Romero Roman</u>	Date	<u>01/09/2023</u>
Seller/Landlord		<u>Town of Colma</u>	Date	<u>01/11/23</u>
Seller/Landlord			Date	

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WFA REVISED 12/21 (PAGE 1 OF 1)

WIRE FRAUD AND ELECTRONIC FUNDS TRANSFER ADVISORY (WFA PAGE 1 OF 1)



CALIFORNIA
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CALIFORNIA RESIDENTIAL PURCHASE AGREEMENT AND JOINT ESCROW INSTRUCTIONS

(C.A.R. FORM RPA, Revised 12/22)

Date Prepared: January 9, 2023

1. OFFER:

- A. THIS IS AN OFFER FROM** Chris Neil Roman, Desiree Romero Roman ("Buyer").
- B. THE PROPERTY** to be acquired is 1365 Mission Rd, situated in South San Francisco (City), San Mateo (County), California, 94080 (Zip Code), Assessor's Parcel No(s). 010-460-040 ("Property").
(Postal/Mailing address may be different from city jurisdiction. Buyer is advised to investigate.)
- C. THE TERMS OF THE PURCHASE ARE SPECIFIED BELOW AND ON THE FOLLOWING PAGES.**
- D.** Buyer and Seller are referred to herein as the "Parties." Brokers and Agents are **not** Parties to this Agreement.

2. AGENCY:

- A. DISCLOSURE:** The Parties each acknowledge receipt of a "Disclosure Regarding Real Estate Agency Relationships" (C.A.R. Form AD) if represented by a real estate licensee. Buyer's Agent is not legally required to give to Seller's Agent the AD form Signed by Buyer. Seller's Agent is not legally obligated to give to Buyer's Agent the AD form Signed by Seller.
- B. CONFIRMATION:** The following agency relationships are hereby confirmed for this transaction.
- Seller's Brokerage Firm** Hildebrand Real Estate Group License Number 00695854
Is the broker of (check one): the Seller; or both the Buyer and Seller (Dual Agent).
Seller's Agent Melanie Hildebrand License Number 00695854
Is (check one): the Seller's Agent. (Salesperson or broker associate); or both the Buyer's and Seller's Agent (Dual Agent).
- Buyer's Brokerage Firm** Intero Real Estate Services License Number 01522213
Is the broker of (check one): the Buyer; or both the Buyer and Seller (Dual Agent).
Buyer's Agent Joraine Flores Costales License Number 01848062
Is (check one): the Buyer's Agent. (Salesperson or broker associate); or both the Buyer's and Seller's Agent (Dual Agent).
- C.** More than one Brokerage represents Seller, Buyer. See, Additional Broker Acknowledgement (C.A.R. Form ABA).
- D. POTENTIALLY COMPETING BUYERS AND SELLERS:** The Parties each acknowledge receipt of a "Possible Representation of More than One Buyer or Seller - Disclosure and Consent" (C.A.R. Form PRBS).

3. TERMS OF PURCHASE AND ALLOCATION OF COSTS: The items in this paragraph are contractual terms of the Agreement. Referenced paragraphs provide further explanation. This form is 16 pages. The Parties are advised to read all 16 pages.

Paragraph #	Paragraph Title or Contract Term	Terms and Conditions	Additional Terms	
A	5, 5B (cash)	Purchase Price	\$ <u>940,000.00</u>	<input type="checkbox"/> All Cash
B	Close of Escrow (COE)	<input checked="" type="checkbox"/> <u>25</u> Days after Acceptance OR on <input type="checkbox"/> _____ (date)		
C	32A	Expiration of Offer	3 calendar days after all Buyer Signature(s) or <u>January 10, 2023</u> (date), at 5PM or <u>10:00</u> <input checked="" type="checkbox"/> AM/ <input type="checkbox"/> PM	
D(1)	5A(1)	Initial Deposit Amount	\$ <u>28,200.00</u> (<u>3.00</u> % of purchase price) (% number above is for calculation purposes and is not a contractual term)	within 3 (or _____) business days after Acceptance by wire transfer OR <input type="checkbox"/> _____
D(2)	5A(2)	<input type="checkbox"/> Increased Deposit (Money placed into escrow after the initial deposit. Use form DID at time increased deposit is made.)	\$ _____ (_____ % of purchase price) (% number above is for calculation purposes and is not a contractual term)	Upon removal of all contingencies OR <input type="checkbox"/> _____ (date) OR <input type="checkbox"/> _____
E(1)	5C(1)	Loan Amount(s): First Interest Rate Points If FHA or VA checked, Deliver list of lender required repairs	\$ <u>870,000.00</u> (<u>92.55</u> % of purchase price) Fixed rate or <input type="checkbox"/> Initial adjustable rate • not to exceed _____ % • Buyer to pay up to _____ points to obtain the rate above 17 (or _____) Days after Acceptance	Conventional or, if checked, <input type="checkbox"/> FHA (Forms FVAC/HID attached) <input type="checkbox"/> VA (Form FVAC attached) <input type="checkbox"/> Seller Financing <input type="checkbox"/> Other: _____
E(2)	5C(2)	Additional Financed Amount Interest Rate Points	\$ _____ (_____ % of purchase price) Fixed rate or <input type="checkbox"/> Initial adjustable rate • not to exceed _____ % • Buyer to pay up to _____ points to obtain rate above	Conventional or, if checked, <input type="checkbox"/> Seller Financing <input type="checkbox"/> Other: _____
E(3)	7A	Occupancy Type	Primary, or if checked, <input type="checkbox"/> Secondary <input type="checkbox"/> Investment	
F	5D	Balance of Down Payment	\$ <u>41,800.00</u>	
		PURCHASE PRICE TOTAL	\$ <u>940,000.00</u>	

CNR

DRR

BD



CALIFORNIA RESIDENTIAL PURCHASE AGREEMENT AND JOINT ESCROW INSTRUCTIONS (RPA PAGE 1 OF 16)

Paragraph #	Paragraph Title or Contract Term	Terms and Conditions	Additional Terms
G(1)	5E	Seller Credit, if any, to Buyer <input type="checkbox"/> \$ _____ (_____ % of purchase price) (% number above is for calculation purposes and is not a contractual term)	Seller credit to be applied to closing costs OR <input type="checkbox"/> Other: _____
G(2)	ADDITIONAL FINANCE TERMS: _____		
G(3)	18	<input type="checkbox"/> Seller agrees to pay the obligation of Buyer to compensate Buyer's Broker under a separate agreement (C.A.R. Form SPBB attached). Seller's Broker's offer, if any, to compensate Buyer's Broker is unaffected unless Otherwise Agreed.	
H(1)	5B	Verification of All Cash (sufficient funds)	Attached to the offer or <input type="checkbox"/> 3 (or _____) Days after Acceptance
H(2)	6A	Verification of Down Payment and Closing Costs	Attached to the offer or <input type="checkbox"/> 3 (or _____) Days after Acceptance
H(3)	6B	Verification of Loan Application	Attached to the offer or <input type="checkbox"/> 3 (or _____) Days after Acceptance <input type="checkbox"/> Prequalification <input checked="" type="checkbox"/> Preapproval <input type="checkbox"/> Fully underwritten preapproval
I	Intentionally Left Blank		
J	16	Final Verification of Condition	5 (or _____) Days prior to COE
K	23	Assignment Request	17 (or _____) Days after Acceptance
L	8	CONTINGENCIES	TIME TO REMOVE CONTINGENCIES
L(1)	8A	Loan(s)	17 (or _____) Days after Acceptance <input checked="" type="checkbox"/> No loan contingency
L(2)	8B	Appraisal: Appraisal contingency based upon appraised value at a minimum of purchase price or <input type="checkbox"/> \$ _____	17 (or <u>10</u>) Days after Acceptance <input type="checkbox"/> No appraisal contingency Removal of appraisal contingency does not eliminate appraisal cancellation rights in FVAC.
L(3)	8C, 12	Investigation of Property	17 (or <u>10</u>) Days after Acceptance
		Informational Access to Property	17 (or _____) Days after Acceptance Buyer's right to access the Property for informational purposes is NOT a contingency, does NOT create cancellation rights, and applies even if contingencies are removed.
L(4)	8D, 14A	Review of Seller Documents	17 (or _____) Days after Acceptance, or 5 Days after Delivery, whichever is later
L(5)	8E, 13A	Preliminary ("Title") Report	17 (or _____) Days after Acceptance, or 5 Days after Delivery, whichever is later
L(6)	8F, 11L	Common Interest Disclosures required by Civil Code § 4525 or this Agreement	17 (or _____) Days after Acceptance, or 5 Days after Delivery, whichever is later
L(7)	8G, 9B(6)	Review of leased or liened items (Such as for solar panels or propane tanks or PACE or HERO liens)	17 (or _____) Days after Acceptance, or 5 Days after Delivery, whichever is later <input checked="" type="checkbox"/> CR attached
L(8)	8J	Sale of Buyer's Property Sale of Buyer's property is not a contingency, UNLESS checked here: <input type="checkbox"/> C.A.R. Form COP attached	
M		Possession	Time for Performance
M(1)		Time of Possession	Upon notice of recordation, OR <input type="checkbox"/> 6 PM or <input type="checkbox"/> AM/ <input type="checkbox"/> PM on date specified, as applicable, in 3M(2) or attached TOPA.
M(2)	7C	Seller Occupied or Vacant units	COE date or, if checked below, <input type="checkbox"/> _____ days after COE (29 or fewer days) <input type="checkbox"/> _____ days after COE (30 or more days)
M(3)	4A, 7A	Occupied units by tenants or anyone other than the Seller	<input type="checkbox"/> Tenant Occupied Property Addendum (C.A.R. Form TOPA) attached Seller shall disclose to Buyer if occupied by tenants or persons other than the Seller, and attach TOPA in a counter offer if not part of Buyer's offer.
N		Documents/Fees/Compliance	Time for Performance
N(1)	14A	Seller Delivery of Documents	7 (or _____) Days after Acceptance
N(2)	19B	Sign and return Escrow Holder Provisions and Instructions	5 (or _____) Days after Delivery
N(3)	11K(2)	Time to pay fees for ordering HOA Documents	3 (or _____) Days after Acceptance
N(4)	10B(1)	Install smoke alarm(s), CO detector(s), water heater bracing	7 (or _____) Days after Acceptance
N(5)	28	Evidence of representative authority	3 Days after Acceptance



O	Intentionally Left Blank			
P	Items Included and Excluded			
P(1)	9	Items Included - All items specified in Paragraph 9B are included and the following, if checked: <input checked="" type="checkbox"/> Stove(s), oven(s), stove/oven combo(s); <input checked="" type="checkbox"/> Refrigerator(s); <input type="checkbox"/> Wine Refrigerator(s); <input type="checkbox"/> Washer(s); <input type="checkbox"/> Dryer(s); <input checked="" type="checkbox"/> Dishwasher(s); <input checked="" type="checkbox"/> Microwave(s); Additional Items Included: <input type="checkbox"/> _____;	<input type="checkbox"/> Video doorbell(s); <input type="checkbox"/> Security camera equipment; <input type="checkbox"/> Security system(s)/alarm(s), other than separate video doorbell and camera equipment; <input type="checkbox"/> Smart home control devices; <input type="checkbox"/> Wall mounted brackets for video or audio equipment; <input type="checkbox"/> _____;	<input type="checkbox"/> Above-ground pool(s) / <input type="checkbox"/> spa(s); <input checked="" type="checkbox"/> Bathroom mirrors, unless excluded below; <input type="checkbox"/> Electric car charging systems and stations; <input type="checkbox"/> Potted trees/shrubs; <input type="checkbox"/> _____;
P(2)	9	Excluded Items: <input type="checkbox"/> _____; <input type="checkbox"/> _____; <input type="checkbox"/> _____;		
Q	Allocation of Costs			
	Paragraph #	Item Description	Who Pays (if Both is checked, cost to be split equally unless Otherwise Agreed)	Additional Terms
Q(1)	10A, 11A	Natural Hazard Zone Disclosure Report, including tax information	<input type="checkbox"/> Buyer <input checked="" type="checkbox"/> Seller <input type="checkbox"/> Both _____ <input checked="" type="checkbox"/> Provided by: *SnapNHD - The Industry Leader*	<input type="checkbox"/> Environmental <input type="checkbox"/> Other _____
Q(2)		_____ Report	<input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(3)		_____ Report	<input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(4)	10B(1)	Smoke alarms, CO detectors, water heater bracing	<input type="checkbox"/> Buyer <input checked="" type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(5)	10A 10B(2)	Government Required Point of Sale inspections, reports	<input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(6)	10B(2)	Government Required Point of Sale corrective/remedial actions	<input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(7)	19B	Escrow Fee	<input checked="" type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____ <input type="checkbox"/> Each to pay their own fees	Escrow Holder: DOMA Title of California, INC
Q(8)	13	Owner's title insurance policy	<input checked="" type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	Title Company (If different from Escrow Holder): _____
Q(9)		Buyer's Lender title insurance policy	Buyer	Unless Otherwise Agreed, Buyer shall purchase any title insurance policy insuring Buyer's lender.
Q(10)		County transfer tax, fees	<input type="checkbox"/> Buyer <input checked="" type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(11)		City transfer tax, fees	<input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(12)	11L(2)	HOA fee for preparing disclosures	Seller	
Q(13)		HOA certification fee	Buyer	
Q(14)		HOA transfer fees	<input type="checkbox"/> Buyer <input checked="" type="checkbox"/> Seller <input type="checkbox"/> Both _____	Unless Otherwise Agreed, Seller shall pay for separate HOA move-out fee and Buyer shall pay for separate move-in fee. Applies if separately billed or itemized with cost in transfer fee.
Q(15)		Private transfer fees	Seller, or if checked, <input type="checkbox"/> Buyer <input type="checkbox"/> Both _____	
Q(16)		_____ fees or costs	<input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(17)		_____ fees or costs	<input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Both _____	
Q(18)	10C	Home warranty plan chosen by Buyer. Coverage includes, but is not limited to: _____ _____	<input type="checkbox"/> Buyer <input checked="" type="checkbox"/> Seller <input type="checkbox"/> Both _____ Issued by: Fidelity National Home Warranty <input type="checkbox"/> Buyer waives home warranty plan	If Seller or Both checked, Seller's cost not to exceed \$ 700.00 .
R	OTHER TERMS: _____ _____ _____			



4. PROPERTY ADDENDA AND ADVISORIES: (check all that apply)

A. PROPERTY TYPE ADDENDA: This Agreement is subject to the terms contained in the Addenda checked below:

- Tenant Occupied Property Addendum (C.A.R. Form TOPA) (Should be checked whether current tenants will remain or not.)
Probate Agreement Purchase Addendum (C.A.R. Form PA-PA)
Manufactured Home Purchase Addendum (C.A.R. Form MH-PA)
Tenancy in Common Purchase Addendum (C.A.R. Form TIC-PA)
Stock Cooperative Purchase Addendum (C.A.R. Form COOP-PA)
Mixed Use Purchase Addendum (C.A.R. Form MU-PA) Other

B. OTHER ADDENDA: This Agreement is subject to the terms contained in the Addenda checked below:

- Addendum # (C.A.R. Form ADM) Short Sale Addendum (C.A.R. Form SSA)
Back Up Offer Addendum (C.A.R. Form BUO) Court Confirmation Addendum (C.A.R. Form CCA)
Septic, Well, Property Monument and Propane Addendum (C.A.R. Form SWPI)
Buyer Intent to Exchange Addendum (C.A.R. Form BXA) Seller Intent to Exchange Addendum (C.A.R. Form SXA)
Other Other

C. BUYER AND SELLER ADVISORIES: (Note: All Advisories below are provided for reference purposes only and are not intended to be incorporated into this Agreement.)

- Buyer's Investigation Advisory (C.A.R. Form BIA) Fair Housing and Discrimination Advisory (C.A.R. Form FHDA)
Wire Fraud Advisory (C.A.R. Form WFA) Cal. Consumer Privacy Act Advisory (C.A.R. Form CCPA)
Wildfire Disaster Advisory (C.A.R. Form WFDA) Statewide Buyer and Seller Advisory (C.A.R. Form SBSA)
Trust Advisory (C.A.R. Form TA) Short Sale Information and Advisory (C.A.R. Form SSIA)
REO Advisory (C.A.R. Form REO) Probate Advisory (C.A.R. Form PA)
Other Other

5. ADDITIONAL TERMS AFFECTING PURCHASE PRICE: Buyer represents that funds will be good when deposited with Escrow Holder.

A. DEPOSIT:

- (1) INITIAL DEPOSIT: Buyer shall deliver deposit directly to Escrow Holder. If a method other than wire transfer is specified in paragraph 3D(1) and such method is unacceptable to Escrow Holder, then upon notice from Escrow Holder, delivery shall be by wire transfer.
(2) INCREASED DEPOSIT: Increased deposit specified in paragraph 3D(2) is to be delivered to Escrow Holder in the same manner as the Initial Deposit. If the Parties agree to liquidated damages in this Agreement, they also agree to incorporate the increased deposit into the liquidated damages amount by signing a new liquidated damages clause (C.A.R. Form DID) at the time the increased deposit is delivered to Escrow Holder.
(3) RETENTION OF DEPOSIT: Paragraph 29, if initialed by all Parties or otherwise incorporated into this Agreement, specifies a remedy for Buyer's default. Buyer and Seller are advised to consult with a qualified California real estate attorney: (i) Before adding any other clause specifying a remedy (such as release or forfeiture of deposit or making a deposit non-refundable) for failure of Buyer to complete the purchase. Any such clause shall be deemed invalid unless the clause independently satisfies the statutory liquidated damages requirements set forth in the Civil Code; and (ii) Regarding possible liability and remedies if Buyer fails to deliver the deposit.

B. ALL CASH OFFER: If an all cash offer is specified in paragraph 3A, no loan is needed to purchase the Property. This Agreement is NOT contingent on Buyer obtaining a loan. Buyer shall, within the time specified in paragraph 3H(1), Deliver written verification of funds sufficient for the purchase price and closing costs.

C. LOAN(S):

- (1) FIRST LOAN: This loan will provide for conventional financing UNLESS FHA, VA, Seller Financing (C.A.R. Form SFA), or Other is checked in paragraph 3E(1).
(2) ADDITIONAL FINANCED AMOUNT: If an additional financed amount is specified in paragraph 3E(2), that amount will provide for conventional financing UNLESS Seller Financing (C.A.R. Form SFA), or Other is checked in paragraph 3E(2).
(3) BUYER'S LOAN STATUS: Buyer authorizes Seller and Seller's Authorized Agent to contact Buyer's lender(s) to determine the status of any Buyer's loan specified in paragraph 3E, or any alternate loan Buyer pursues, whether or not a contingency of this Agreement. If the contact information for Buyer's lender(s) is different from that provided under the terms of paragraph 6B, Buyer shall Deliver the updated contact information within 1 Day of Seller's request.
(4) FHA/VA: If FHA or VA is checked in paragraph 3E(1), a FHA/VA amendatory clause (C.A.R. Form FVAC) shall be incorporated and Signed by all Parties. Buyer shall, within the time specified in paragraph 3E(1), Deliver to Seller written notice (C.A.R. Form RR or AEA) (i) of any lender requirements that Buyer requests Seller to pay for or otherwise correct or (ii) that there are no lender requirements. Notwithstanding Seller's agreement that Buyer may obtain FHA or VA financing, Seller has no obligation to pay or satisfy any or all lender requirements unless agreed in writing.

D. BALANCE OF PURCHASE PRICE (DOWN PAYMENT, paragraph 3F) (including all-cash funds) to be deposited with Escrow Holder pursuant to Escrow Holder instructions.

E. LIMITS ON CREDITS TO BUYER: Any credit to Buyer as specified in paragraph 3G(1) or Otherwise Agreed, from any source, for closing or other costs that is agreed to by the Parties ("Contractual Credit") shall be disclosed to Buyer's lender, if any, and made at Close Of Escrow. If the total credit allowed by Buyer's lender ("Lender Allowable Credit") is less than the Contractual Credit, then (i) the Contractual Credit from Seller shall be reduced to the Lender Allowable Credit, and (ii) in the absence of a separate written agreement between the Parties, there shall be no automatic adjustment to the purchase price to make up for the difference between the Contractual Credit and the Lender Allowable Credit.

6. ADDITIONAL FINANCING TERMS:

A. VERIFICATION OF DOWN PAYMENT AND CLOSING COSTS: Written verification of Buyer's down payment and closing costs, within the time specified in paragraph 3H(2) may be made by Buyer or Buyer's lender or loan broker pursuant to paragraph 6B.

B. VERIFICATION OF LOAN APPLICATIONS: Buyer shall Deliver to Seller, within the time specified in paragraph 3H(3) a letter from Buyer's lender or loan broker stating that, based on a review of Buyer's written application and credit report, Buyer is prequalified or preapproved for any NEW loan specified in paragraph 3E. If any loan specified in paragraph 3E is an adjustable rate loan, the prequalification or preapproval letter shall be based on the qualifying rate, not the initial loan rate.



C. BUYER STATED FINANCING: Seller is relying on Buyer's representation of the type of financing specified (including, but not limited to, as applicable, all cash, amount of down payment, or contingent or non-contingent loan). Seller has agreed to a specific closing date, purchase price, and to sell to Buyer in reliance on Buyer's specified financing. Buyer shall pursue the financing specified in this Agreement, even if Buyer also elects to pursue an alternative form of financing. Seller has no obligation to cooperate with Buyer's efforts to obtain any financing other than that specified in this Agreement but shall not interfere with closing at the purchase price on the COE date (paragraph 3B) even if based upon alternate financing. Buyer's inability to obtain alternate financing does not excuse Buyer from the obligation to purchase the Property and close escrow as specified in this Agreement.

7. CLOSING AND POSSESSION:

A. OCCUPANCY: If Buyer intends to occupy as a primary or secondary residence (see paragraph 3E(3)), and unless Otherwise Agreed, such as in C.A.R. Form TOPA: (i) the unit Buyer intends to occupy shall be vacant at the time possession is delivered to Buyer, and (ii) if the Property contains more than one unit, within 3 Days after Acceptance Buyer shall give Seller written notice of which unit Buyer intends to occupy. Occupancy may impact available financing. Seller shall disclose to Buyer if occupied by tenants or persons other than Seller, and attach C.A.R. Form TOPA in a counter offer if not part of Buyer's offer.

B. CONDITION OF PROPERTY ON CLOSING:

(1) Unless Otherwise Agreed: (i) the Property shall be delivered "As-Is" in its PRESENT physical condition as of the date of Acceptance; (ii) the Property, including pool, spa, landscaping and grounds, is to be maintained in substantially the same condition as on the date of Acceptance; and (iii) all debris and personal property not included in the sale shall be removed by Close Of Escrow or at the time possession is delivered to Buyer, if not on the same date. If items are not removed when possession is delivered to Buyer, all items shall be deemed abandoned. Buyer, after first Delivering to Seller written notice to remove the items within 3 Days, may pay to have such items removed or disposed of and may bring legal action, as per this Agreement, to receive reasonable costs from Seller.

(2) Buyer is strongly advised to conduct investigations of the entire Property in order to determine its present condition. Seller and Agents may not be aware of all defects affecting the Property or other factors that Buyer considers important. Property improvements may not be built according to code, in compliance with current Law, or have had all required permits issued and/or finalized.

C. SELLER REMAINING IN POSSESSION AFTER CLOSE OF ESCROW: If Seller has the right to remain in possession after Close Of Escrow pursuant to paragraph 3M(2) or as Otherwise Agreed: The Parties are advised to (i) consult with their insurance and legal advisors for information about liability and damage or injury to persons and personal and real property; and (ii) consult with a qualified California real estate attorney where the Property is located to determine the ongoing rights and responsibilities of both Buyer and Seller with regard to each other, including possible tenant rights, and what type of written agreement to use to document the relationship between the Parties. Buyer is advised to consult with Buyer's lender about the impact of Seller's occupancy on Buyer's loan.

D. At Close Of Escrow: (i) Seller assigns to Buyer any assignable warranty rights for items included in the sale; and (ii) Seller shall Deliver to Buyer available Copies of any such warranties. Agents cannot and will not determine the assignability of any warranties.

E. Seller shall, on Close Of Escrow unless Otherwise Agreed and even if Seller remains in possession, provide keys, passwords, codes and/or means to operate all locks, mailboxes, security systems, alarms, home automation systems, intranet and Internet-connected devices included in the purchase price, garage door openers, and all items included in either paragraph 3P or paragraph 9. If the Property is a condominium or located in a common interest development, Seller shall be responsible for securing or providing any such items for Association amenities, facilities, and access. Buyer may be required to pay a deposit to the Homeowners' Association ("HOA") to obtain keys to accessible HOA facilities.

8. CONTINGENCIES AND REMOVAL OF CONTINGENCIES:

A. LOAN(S):

(1) This Agreement is, unless otherwise specified in paragraph 3L(1) or an attached CR form, contingent upon Buyer obtaining the loan(s) specified. If contingent, Buyer shall act diligently and in good faith to obtain the designated loan(s). If there is no appraisal contingency or the appraisal contingency has been waived or removed, then failure of the Property to appraise at the purchase price does not entitle Buyer to exercise the cancellation right pursuant to the loan contingency if Buyer is otherwise qualified for the specified loan and Buyer is able to satisfy lender's non-appraisal conditions for closing the loan.

(2) Buyer is advised to investigate the insurability of the Property as early as possible, as this may be a requirement for lending. Buyer's ability to obtain insurance for the Property, including fire insurance, is part of Buyer's Investigation of Property contingency. Failure of Buyer to obtain insurance may justify cancellation based on the Investigation contingency but not the loan contingency.

(3) Buyer's contractual obligations regarding deposit, balance of down payment and closing costs are not contingencies of this Agreement, unless Otherwise Agreed.

(4) If there is an appraisal contingency, removal of the loan contingency shall not be deemed removal of the appraisal contingency.

(5) NO LOAN CONTINGENCY: If "No loan contingency" is checked in paragraph 3L(1), obtaining any loan specified is NOT a contingency of this Agreement. If Buyer does not obtain the loan specified, and as a result is unable to purchase the Property, Seller may be entitled to Buyer's deposit or other legal remedies.

B. APPRAISAL:

(1) This Agreement is, unless otherwise specified in paragraph 3L(2) or an attached CR form, contingent upon a written appraisal of the Property by a licensed or certified appraiser at no less than the amount specified in paragraph 3L(2), without requiring repairs or improvements to the Property. Appraisals are often a reliable source to verify square footage of the subject Property. However, the ability to cancel based on the measurements provided in an appraisal falls within the Investigation of Property contingency. The appraisal contingency is solely limited to the value determined by the appraisal. For any cancellation based upon this appraisal contingency, Buyer shall Deliver a Copy of the written appraisal to Seller, upon request by Seller.

(2) NO APPRAISAL CONTINGENCY: If "No appraisal contingency" is checked in paragraph 3L(2), then Buyer may not use the loan contingency specified in paragraph 3L(1) to cancel this Agreement if the sole reason for not obtaining the loan is that the appraisal relied upon by Buyer's lender values the property at an amount less than that specified in paragraph 3L(2). If Buyer is unable to obtain the loan specified solely for this reason, Seller may be entitled to Buyer's deposit or other legal remedies.

(3) [X] Fair Appraisal Act: The Parties acknowledge receipt of the attached Fair Appraisal Act Addendum (C.A.R. Form FAAA).

C. INVESTIGATION OF PROPERTY: This Agreement is, as specified in paragraph 3L(3), contingent upon Buyer's acceptance of the condition of, and any other matter affecting, the Property. See paragraph 12.

D. REVIEW OF SELLER DOCUMENTS: This Agreement is, as specified in paragraph 3L(4), contingent upon Buyer's review and approval of Seller's documents required in paragraph 14A.

CNR

DRR

BD



E. TITLE:

- (1) This Agreement is, as specified in **paragraph 3L(5)**, contingent upon Buyer's ability to obtain the title policy provided for in **paragraph 13G** and on Buyer's review of a current Preliminary Report and items that are disclosed or observable even if not on record or not specified in the Preliminary Report, and satisfying Buyer regarding the current status of title. Buyer is advised to review all underlying documents and other matters affecting title, including, but not limited to, any documents or deeds referenced in the Preliminary Report and any plotted easements.
- (2) Buyer has **5 Days** after receipt to review a revised Preliminary Report, if any, furnished by the Title Company and cancel the transaction if the revised Preliminary Report reveals material or substantial deviations from a previously provided Preliminary Report.

F. CONDOMINIUM/PLANNED DEVELOPMENT DISCLOSURES (IF APPLICABLE): This Agreement is, as specified in **paragraph 3L(6)**, contingent upon Buyer's review and approval of Common Interest Disclosures required by Civil Code § 4525 and under **paragraph 11K** ("CI Disclosures").

G. BUYER REVIEW OF LEASED OR LIENED ITEMS CONTINGENCY: Buyer's review of and ability and willingness to assume any lease, maintenance agreement or other ongoing financial obligation, or to accept the Property subject to any lien, disclosed pursuant to **paragraph 9B(6)**, is, as specified in **paragraph 3L(7)**, a contingency of this Agreement. Any assumption of the lease shall not require any financial obligation or contribution by Seller. Seller, after first Delivering a Notice to Buyer to Perform, may cancel this Agreement if Buyer, by the time specified in **paragraph 3L(7)**, refuses to enter into any necessary written agreements to accept responsibility for all obligations of Seller-disclosed leased or lienied items.

H. REMOVAL OR WAIVER OF CONTINGENCIES WITH OFFER: Buyer shall have no obligation to remove a contractual contingency unless Seller has provided all required documents, reports, disclosures, and information pertaining to that contingency. If Buyer does remove a contingency without first receiving all required information from Seller, Buyer is relinquishing any contractual rights that apply to that contingency. If Buyer removes or waives any contingencies without an adequate understanding of the Property's condition or Buyer's ability to purchase, Buyer is acting against the advice of Agent.

I. REMOVAL OF CONTINGENCY OR CANCELLATION:

- (1) For any contingency specified in **paragraph 3L, 8, or elsewhere**, Buyer shall, within the applicable period specified, remove the contingency or cancel this Agreement.
- (2) For the contingencies for review of Seller Documents, Preliminary Report, and Condominium/Planned Development Disclosures, Buyer shall, within the time specified in **paragraph 3L** or **5 Days** after Delivery of Seller Documents or CI Disclosures, whichever occurs later, remove the applicable contingency in writing or cancel this Agreement.
- (3) If Buyer does not remove a contingency within the time specified, Seller, after first giving Buyer a Notice to Buyer to Perform (C.A.R. Form NBP), shall have the right to cancel this Agreement.

J. SALE OF BUYER'S PROPERTY: This Agreement and Buyer's ability to obtain financing are NOT contingent upon the sale of any property owned by Buyer unless the Sale of Buyer's Property (C.A.R. Form COP) is checked as a contingency of this Agreement in **paragraph 3L(8)**.

9. ITEMS INCLUDED IN AND EXCLUDED FROM SALE:

A. NOTE TO BUYER AND SELLER: Items listed as included or excluded in the Multiple Listing Service (MLS), flyers, marketing materials, or disclosures are NOT included in the purchase price or excluded from the sale unless specified in this paragraph or **paragraph 3P** or as Otherwise Agreed. Any items included herein are components of the home and are not intended to affect the price. All items are transferred without Seller warranty.

B. ITEMS INCLUDED IN SALE:

- (1) All EXISTING fixtures and fittings that are attached to the Property;
- (2) EXISTING electrical, mechanical, lighting, plumbing and heating fixtures, ceiling fans, fireplace inserts, gas logs and grates, solar power systems, built-in appliances and appliances for which special openings or encasements have been made (whether or not checked in **paragraph 3P**), window and door screens, awnings, shutters, window coverings (which includes blinds, curtains, drapery, shutters or any other materials that cover any portion of the window) and any associated hardware and rods, attached floor coverings, television antennas, satellite dishes, air coolers/conditioners, pool/spa equipment (including, but not limited to, any cleaning equipment such as motorized/automatic pool cleaners, pool heaters, pool nets, pool covers), garage door openers/remote controls, mailbox, in-ground landscaping, water features and fountains, water softeners, water purifiers, light bulbs (including smart bulbs) and all items specified as included in **paragraph 3P, if currently existing at the time of Acceptance.**

Note: If Seller does not intend to include any item specified as being included above because it is not owned by Seller, whether placed on the Property by Agent, stager or other third party, the item should be listed as being excluded in **paragraph 3P** or excluded by Seller in a counter offer.

- (3) Security System includes any devices, hardware, software, or control units used to monitor and secure the Property, including but not limited to, any motion detectors, door or window alarms, and any other equipment utilized for such purpose. If checked in **paragraph 3P**, all such items are included in the sale, whether hard wired or not.
- (4) Home Automation (Smart Home Features) includes any electronic devices and features including, but not limited to, thermostat controls, kitchen appliances not otherwise excluded, and lighting systems, that are connected (hard wired or wirelessly) to a control unit, computer, tablet, phone, or other "smart" device. Any Smart Home devices and features that are physically affixed to the real property, and also existing light bulbs, are included in the sale. Buyer is advised to use **paragraph 3P(1)** or an addendum to address more directly specific items to be included. Seller is advised to use a counter offer to address more directly any items to be excluded.
- (5) Non-Dedicated Devices: If checked in **paragraph 3P**, all smart home and security system control devices are included in the sale, except for any non-dedicated personal computer, tablet, or phone used to control such features. Buyer acknowledges that a separate device and access to wifi or Internet may be required to operate some smart home features and Buyer may have to obtain such device after Close Of Escrow. Seller shall de-list any devices from any personal accounts and shall cooperate with any transfer of services to Buyer. Buyer is advised to change all passwords and ensure the security of any smart home features.
- (6) **LEASED OR LIENED ITEMS AND SYSTEMS:** Seller, within the time specified in **paragraph 3N(1)**, shall (i) disclose to Buyer if any item or system specified in **paragraph 3P** or **9B** or otherwise included in the sale is leased, or not owned by Seller, or is subject to any maintenance or other ongoing financial obligation, or specifically subject to a lien or other encumbrance or loan, and (ii) Deliver to Buyer all written materials (such as lease, warranty, financing, etc.) concerning any such item.



- (7) Seller represents that all items included in the purchase price, unless Otherwise Agreed, (i) are owned by Seller and shall be transferred free and clear of liens and encumbrances, except the items and systems identified pursuant to **paragraph 9B(6)**, and (ii) are transferred without Seller warranty regardless of value. Seller shall cooperate with the identification of any software or applications and Buyer's efforts to transfer any services needed to operate any Smart Home Features or other items included in this Agreement, including, but not limited to, utilities or security systems.
- C. ITEMS EXCLUDED FROM SALE:** Unless Otherwise Agreed, the following items are excluded from sale: (i) All items specified in **paragraph 3P(2)**; (ii) audio and video components (such as flat screen TVs, speakers and other items) if any such item is not itself attached to the Property, even if a bracket or other mechanism attached to the component or item is attached to the Property; (iii) furniture and other items secured to the Property for earthquake or safety purposes. **Unless otherwise specified in paragraph 3P(1), brackets attached to walls, floors or ceilings for any such component, furniture or item will be removed and holes or other damage shall be repaired, but not painted.**
- 10. ALLOCATION OF COSTS:**
- A. INSPECTIONS, REPORTS, TESTS AND CERTIFICATES:** Paragraphs 3Q(1), (2), (3), and (5) only determines who is to pay for the inspection, report, test, certificate or service mentioned; **it does not determine who is to pay for any work recommended or identified in any such document. Agreements for payment of required work should be specified elsewhere in paragraph 3Q, or 3R, or in a separate agreement (such as C.A.R. Forms RR, RRRR, ADM or AEA).** Any reports in these paragraphs shall be Delivered in the time specified in **paragraph 3N(1)**.
- B. GOVERNMENT REQUIREMENTS AND CORRECTIVE OR REMEDIAL ACTIONS:**
- (1) **LEGALLY REQUIRED INSTALLATIONS AND PROPERTY IMPROVEMENTS:** Any required installation of smoke alarm or carbon monoxide device(s) or securing of water heater shall be completed within the time specified in **paragraph 3N(4)** and paid by the Party specified in **paragraph 3Q(4)**. If Buyer is to pay for these items, Buyer, as instructed by Escrow Holder, shall deposit funds into escrow or directly to the vendor completing the repair or installation. Prior to Close Of Escrow, Seller shall Deliver to Buyer written statement(s) of compliance in accordance with any Law, unless Seller is exempt. If Seller is to pay for these items and does not fulfill Seller's obligation in the time specified, and Buyer incurs costs to comply with lender requirements concerning those items, Seller shall be responsible for Buyer's costs.
- (2) **POINT OF SALE REQUIREMENTS:**
- (A) Point of sale inspections, reports and repairs refer to any such actions required to be completed before or after Close Of Escrow that are required in order to close under any Law and paid by Party specified in **paragraphs 3Q(5) and 3Q(6)**. Unless Parties Otherwise Agree to another time period, any such repair, shall be completed prior to final verification of Property. If Buyer agrees to pay for any portion of such repair, Buyer, shall (i) directly pay to the vendor completing the repair or (ii) provide an invoice to Escrow Holder, deposit funds into escrow sufficient to pay for Buyer's portion of such repair and request Escrow Holder pay the vendor completing the repair.
- (B) Buyer shall be provided, within the time specified in **paragraph 3N(1)**, unless Parties Otherwise Agree to another time period, a Copy of any required government-conducted or point-of-sale inspection report prepared pursuant to this Agreement or in anticipation of this sale of the Property.
- (3) **REINSPECTION FEES:** If any repair in **paragraph 10B(1)** is not completed within the time specified and the lender requires an additional inspection to be made, Seller shall be responsible for any corresponding reinspection fee. If Buyer incurs costs to comply with lender requirements concerning those items, Seller shall be responsible for those costs.
- (4) **INFORMATION AND ADVICE ON REQUIREMENTS:** Buyer and Seller are advised to seek information from a knowledgeable source regarding local and State mandates and whether they are point of sale requirements or requirements of ownership. Agents do not have expertise in this area and cannot ascertain all of the requirements or costs of compliance.
- C. HOME WARRANTY:**
- (1) Buyer shall choose the home warranty plan and any optional coverages. Buyer shall pay any cost of that plan, chosen by Buyer, that exceeds the amount allocated to Seller in **paragraph 3Q(18)**. Buyer is informed that home warranty plans have many optional coverages, including but not limited to, coverages for Air Conditioner and Pool/Spa. Buyer is advised to investigate these coverages to determine those that may be suitable for Buyer and their cost.
- (2) **If Buyer waives the purchase of a home warranty plan in paragraph 3Q(18), Buyer may still purchase a home warranty plan, at Buyer's expense, prior to Close Of Escrow.**
- 11. STATUTORY AND OTHER DISCLOSURES (INCLUDING LEAD-BASED PAINT HAZARD DISCLOSURES) AND CANCELLATION RIGHTS:**
- A. TDS, NHD, AND OTHER STATUTORY AND SUPPLEMENTAL DISCLOSURES:**
- (1) Seller shall, within the time specified in **paragraph 3N(1)**, Deliver to Buyer: unless exempt, fully completed disclosures or notices required by §§ 1102 et. seq. and 1103 et. seq. of the Civil Code ("Statutory Disclosures"). Statutory Disclosures include, but are not limited to, a Real Estate Transfer Disclosure Statement (C.A.R. Form TDS), Natural Hazard Disclosure Statement ("NHD"), notice or actual knowledge of release of illegal controlled substance, notice of special tax and/or assessments (or, if allowed, substantially equivalent notice regarding the Mello-Roos Community Facilities Act of 1982 and Improvement Bond Act of 1915) and, if Seller has actual knowledge, of industrial use and military ordnance location (C.A.R. Form SPQ or ESD), and, if the Property is in a high or very high fire hazard severity area, the information, notices, documentation, and agreements required by §§ 1102.6(f) and 1102.19 of the Civil Code (C.A.R. Form FHDS).
- (2) The Real Estate Transfer Disclosure Statement required by this paragraph is considered fully completed if Seller has completed the section titled Coordination with Other Disclosure Forms by checking a box (Section I), and Seller has completed and answered all questions and Signed the Seller's Information section (Section II) and the Seller's Agent, if any, has completed and Signed the Seller's Agent's section (Section III), or, if applicable, an Agent Visual Inspection Disclosure (C.A.R. Form AVID). Section V acknowledgment of receipt of a Copy of the TDS shall be Signed after all previous sections, if applicable, have been completed. Nothing stated herein relieves a Buyer's Agent, if any, from the obligation to (i) conduct a reasonably competent and diligent visual inspection of the accessible areas of the Property and disclose, on Section IV of the TDS, or an AVID, material facts affecting the value or desirability of the Property that were or should have been revealed by such an inspection or (ii) complete any sections on all disclosures required to be completed by Buyer's Agent.
- (3) Seller shall, within the time specified in **paragraph 3N(1)**, provide "Supplemental Disclosures" as follows: (i) unless exempt from the obligation to provide a TDS, complete a Seller Property Questionnaire (C.A.R. Form SPQ) by answering all questions and Signing and Delivering a Copy to Buyer; (ii) if exempt from the obligation to provide a TDS, complete an Exempt Seller Disclosure (C.A.R. Form ESD) by answering all questions and Signing and Delivering a Copy to Buyer.

- (4) In the event Seller or Seller's Agent, prior to Close Of Escrow, becomes aware of adverse conditions materially affecting the Property, or any material inaccuracy in disclosures, information or representations previously provided to Buyer under this paragraph, Seller shall, in writing, promptly provide a subsequent or amended TDS, Seller Property Questionnaire or other document, in writing, covering those items. Any such document shall be deemed an amendment to the TDS or SPQ. **However, a subsequent or amended disclosure shall not be required for conditions and material inaccuracies of which Buyer is otherwise aware, or which are discovered by Buyer or disclosed in reports or documents provided to or ordered and paid for by Buyer.**
- B. LEAD DISCLOSURES:**
 - (1) Seller shall, within the time specified in **paragraph 3N(1)**, for any residential property built before January 1, 1978, unless exempted by Law, Deliver to Buyer a fully completed Federal Lead-Based Paint Disclosures (C.A.R. Form LPD) and pamphlet ("Lead Disclosures").
 - (2) Buyer shall, within the time specified in **paragraph 3L(3)**, have the opportunity to conduct a risk assessment or to inspect for the presence of lead-based paint hazards.
- C. HOME FIRE HARDENING DISCLOSURE AND ADVISORY:** For any transaction where a TDS is required, the property is located in a high or very high fire hazard severity zone, and the home was constructed before January 1, 2010, Seller shall, within the time specified in **paragraph 3N(1)**, Deliver to Buyer: (i) a home hardening disclosure required by law; and (ii) a statement of features of which the Seller is aware that may make the home vulnerable to wildfire and flying embers; and (iii) a final inspection report regarding compliance with defensible space requirements if one was prepared pursuant to Government Code § 51182 (C.A.R. Form FHDS).
- D. DEFENSIBLE SPACE DISCLOSURE AND ADDENDUM:** For any transaction in which a TDS is required and the property is located in a high or very high fire hazard severity zone, Seller shall, within the time specified in **paragraph 3N(1)**, Deliver to Buyer (i) a disclosure of whether the Property is in compliance with any applicable defensible space laws designed to protect a structure on the Property from fire; and (ii) an addendum allocating responsibility for compliance with any such defensible space law (C.A.R. Form FHDS).
- E. WAIVER PROHIBITED:** Waiver of Statutory, Lead, and other Disclosures in **paragraphs 11A(1), 11B, 11C, and 11D** are prohibited by Law.
- F. RETURN OF SIGNED COPIES:** Buyer shall, within the time specified in **paragraph 3L(4) OR 5 Days** after Delivery of any disclosures specified in paragraphs **11 A, B, C or D**, and defensible space addendum in **paragraph 11D**, whichever is later, return Signed Copies of the disclosures, and if applicable, addendum, to Seller.
- G. TERMINATION RIGHTS:**
 - (1) **Statutory and Other Disclosures:** If any disclosure specified in paragraphs **11A, B, C, or D**, or subsequent or amended disclosure to those just specified, is Delivered to Buyer after the offer is Signed, Buyer shall have the right to terminate this Agreement within **3 Days** after Delivery in person, or **5 Days** after Delivery by deposit in the mail, or by an electronic record or email satisfying the Uniform Electronic Transactions Act (UETA), by giving written notice of rescission to Seller or Seller's Authorized Agent. If Buyer does not rescind within this time period, Buyer has been deemed to have approved the disclosure and shall not have the right to cancel.
 - (2) **Defensible Space Compliance:** If, by the time specified in **paragraph 11F**, Buyer does not agree to the terms regarding defensible space compliance Delivered by Seller, as indicated by mutual signatures on the FHDS, then Seller, after first Delivering a Notice to Buyer to Perform, may cancel this Agreement.
- H. WITHHOLDING TAXES:** Buyer and Seller hereby instruct Escrow Holder to withhold the applicable required amounts to comply with federal and California withholding Laws and forward such amounts to the Internal Revenue Service and Franchise Tax Board, respectively. However, no federal withholding is required if, prior to Close Of Escrow, Seller Delivers (i) to Buyer and Escrow Holder a fully completed affidavit (C.A.R. Form AS) sufficient to avoid withholding pursuant to federal withholding Law (FIRPTA); **OR (ii)** to a qualified substitute (usually a title company or an independent escrow company) a fully completed affidavit (C.A.R. Form AS) sufficient to avoid withholding pursuant to federal withholding Law AND the qualified substitute Delivers to Buyer and Escrow Holder an affidavit signed under penalty of perjury (C.A.R. Form QS) that the qualified substitute has received the fully completed Seller's affidavit and the Seller states that no federal withholding is required; **OR (iii)** to Buyer other documentation satisfying the requirements under Internal Revenue Code § 1445 (FIRPTA). No withholding is required under California Law if, prior to Close Of Escrow, Escrow Holder has received sufficient documentation from Seller that no withholding is required, and Buyer has been informed by Escrow Holder.
- I. MEGAN'S LAW DATABASE DISCLOSURE:** Notice: Pursuant to § 290.46 of the Penal Code, information about specified registered sex offenders is made available to the public via an Internet Web site maintained by the Department of Justice at **www.meganslaw.ca.gov**. Depending on an offender's criminal history, this information will include either the address at which the offender resides or the community of residence and ZIP Code in which he or she resides. (Neither Seller nor Agent are required to check this website. If Buyer wants further information, Agent recommends that Buyer obtain information from this website during Buyer's investigation contingency period. Agents do not have expertise in this area.)
- J. NOTICE REGARDING GAS AND HAZARDOUS LIQUID TRANSMISSION PIPELINES:** This notice is being provided simply to inform you that information about the general location of gas and hazardous liquid transmission pipelines is available to the public via the National Pipeline Mapping System (NPMS) Internet Web site maintained by the United States Department of Transportation at **http://www.npms.phmsa.dot.gov/**. To seek further information about possible transmission pipelines near the Property, you may contact your local gas utility or other pipeline operators in the area. Contact information for pipeline operators is searchable by ZIP Code and county on the NPMS Internet Website. (Neither Seller nor Agent are required to check this website. If Buyer wants further information, Agent recommends that Buyer obtain information from this website during Buyer's investigation contingency period. Agents do not have expertise in this area.)
- K. NATURAL AND ENVIRONMENTAL HAZARDS:** Seller shall, within the time specified in **paragraph 3N(1)**, if required by Law: (i) Deliver to Buyer the earthquake guide and environmental hazards booklet, and for all residential property with 1-4 units and any manufactured or mobile home built before January 1, 1960, fully complete and Deliver the Residential Earthquake Risk Disclosure Statement; and (ii) even if exempt from the obligation to provide a NHD, disclose if the Property is located in a Special Flood Hazard Area; Potential Flooding (Inundation) Area; Very High Fire Hazard Zone; State Fire Responsibility Area; Earthquake Fault Zone; Seismic Hazard Zone; and (iii) disclose any other zone as required by Law and provide any other information required for those zones.
- L. CONDOMINIUM/PLANNED DEVELOPMENT DISCLOSURES:**
 - (1) Seller shall, within the time specified in **paragraph 3N(1)**, disclose to Buyer whether the Property is a condominium or is located in a planned development, other common interest development, or otherwise subject to covenants, conditions, and restrictions (C.A.R. Form SPQ or ESD).

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(2) If the Property is a condominium or is located in a planned development or other common interest development with a HOA, Seller shall, within the time specified in **paragraph 3N(3)**, order from, and pay any required fee as specified in **paragraph 3Q(12)** for the following items to the HOA (C.A.R. Form HOA-IR): (i) Copies of any documents required by Law (C.A.R. Form HOA-RS); (ii) disclosure of any pending or anticipated claim or litigation by or against the HOA; (iii) a statement containing the location and number of designated parking and storage spaces; (iv) Copies of the most recent 12 months of HOA minutes for regular and special meetings; (v) the names and contact information of all HOAs governing the Property; (vi) pet restrictions; and (vii) smoking restrictions ("CI Disclosures"). Seller shall itemize and Deliver to Buyer all CI Disclosures received from the HOA and any CI Disclosures in Seller's possession. Seller shall, as directed by Escrow Holder, deposit funds into escrow or direct to HOA or management company to pay for any of the above.

M. SOLAR SYSTEMS: For properties with any solar panels or solar power systems, Seller shall, within the time specified in **paragraph 3N(1)**, Deliver to Buyer all known information about the solar panels or solar system. Seller may use the Solar Advisory and Questionnaire (C.A.R. Form SOLAR).

N. KNOWN MATERIAL FACTS: Seller shall, within the time specified in **paragraph 3N(1)**, DISCLOSE KNOWN MATERIAL FACTS AND DEFECTS affecting the Property, including, but not limited to, known insurance claims within the past five years, or provide Buyer with permission to contact insurer to get such information (C.A.R. Form ARC), and make any and all other disclosures required by Law.

12. BUYER'S INVESTIGATION OF PROPERTY AND MATTERS AFFECTING PROPERTY:

A. Buyer shall, within the time specified in **paragraph 3L(3)**, have the right, at Buyer's expense unless Otherwise Agreed, to conduct inspections, investigations, tests, surveys and other studies ("Buyer Investigations").

B. Buyer Investigations include, but are not limited to:

(1) Inspections regarding any physical attributes of the Property or items connected to the Property, such as:

(A) A general home inspection.

(B) An inspection for lead-based paint and other lead-based paint hazards.

(C) An inspection specifically for wood destroying pests and organisms. Any inspection for wood destroying pests and organisms shall be prepared by a registered Structural Pest Control company; shall cover the main building and attached structures; may cover detached structures; shall NOT include water tests of shower pans on upper level units unless the owners of property below the shower consent; shall NOT include roof coverings; and, if the Property is a unit in a condominium or other common interest subdivision, the inspection shall include only the separate interest and any exclusive-use areas being transferred, and shall NOT include common areas; and shall include a report ("Pest Control Report") showing the findings of the company which shall be separated into sections for evident infestation or infections (Section 1) and for conditions likely to lead to infestation or infection (Section 2).

(D) Any other specific inspections of the physical condition of the land and improvements.

(2) Investigation of any other matter affecting the Property, other than those that are specified as separate contingencies. Buyer Investigations include, but are not limited to, an investigation of the availability and cost of general homeowner's insurance, flood insurance and fire insurance. See, Buyer's Investigation Advisory (C.A.R. Form BIA) for more.

C. Without Seller's prior written consent, Buyer shall neither make nor cause to be made: (i) invasive or destructive Buyer Investigations, except for minimally invasive testing required to prepare a Pest Control Report, which shall not include any holes or drilling through stucco or similar material; or (ii) inspections by any governmental building or zoning inspector or government employee, unless required by Law.

D. Seller shall make the Property available for all Buyer Investigations. Seller is not obligated to move any existing personal property. Seller shall have water, gas, electricity and all operable pilot lights on for Buyer's Investigations and through the date possession is delivered to Buyer. Buyer shall, (i) by the time specified in **paragraph 3L(3)**, complete Buyer Investigations and satisfy themselves as to the condition of the Property, and either remove the contingency or cancel this Agreement, and (ii) by the time specified in **paragraph 3L(3)** or **3 Days** after receipt of any Investigation report, whichever is later, give Seller at no cost, complete Copies of all such reports obtained by Buyer, which obligation shall survive the termination of this Agreement. This Delivery of Investigation reports shall not include any appraisal, except an appraisal received in connection with an FHA or VA loan.

E. Buyer indemnity and Seller protection for entry upon the Property: Buyer shall: (i) keep the Property free and clear of liens; (ii) repair all damage arising from Buyer Investigations; and (iii) indemnify and hold Seller harmless from all resulting liability, claims, demands, damages and costs. Buyer shall carry, or Buyer shall require anyone acting on Buyer's behalf to carry, policies of liability, workers' compensation and other applicable insurance, defending and protecting Seller from liability for any injuries to persons or property occurring during any Buyer Investigations or work done on the Property at Buyer's direction prior to Close Of Escrow. Seller is advised that certain protections may be afforded Seller by recording a "Notice of Non-Responsibility" (C.A.R. Form NNR) for Buyer Investigations and work done on the Property at Buyer's direction. Buyer's obligations under this paragraph shall survive the termination of this Agreement.

13. TITLE AND VESTING:

A. Buyer shall, within the time specified in **paragraph 3N(1)**, be provided a current Preliminary Report by the person responsible for paying for the title report in **paragraph 3Q(8)**. If Buyer is responsible for paying, Buyer shall act diligently and in good faith to obtain such Preliminary Report within the time specified. The Preliminary Report is only an offer by the title insurer to issue a policy of title insurance and may not contain every item affecting title. The company providing the Preliminary Report shall, prior to issuing a Preliminary Report, conduct a search of the General Index for all Sellers except banks or other institutional lenders selling properties they acquired through foreclosure (REOs), corporations, and government entities.

B. Title is taken in its present condition subject to all encumbrances, easements, covenants, conditions, restrictions, rights and other matters, whether of record or not, as of the date of Acceptance except for: (i) monetary liens of record unless Buyer is assuming those obligations or taking the Property subject to those obligations; and (ii) those matters which Seller has agreed to remove in writing. For any lien or matter not being transferred upon sale, Seller will take necessary action to deliver title free and clear of such lien or matter.

C. Seller shall within **7 Days** after request, give Escrow Holder necessary information to clear title.

D. Seller shall, within the time specified in **paragraph 3N(1)**, disclose to Buyer all matters known to Seller affecting title, whether of record or not.

E. If Buyer is a legal entity and the Property purchase price is at least \$300,000 and the purchase price is made without a bank loan or similar form of external financing, a Geographic Targeting Order (GTO) issued by the Financial Crimes Enforcement Network, U.S. Department of the Treasury, requires title companies to collect and report certain information about the Buyer, depending on where the Property is located. Buyer agrees to cooperate with the title company's effort to comply with the GTO.



- F. Buyer shall, after Close Of Escrow, receive a recorded grant deed or any other conveyance document required to convey title (or, for stock cooperative or long-term lease, an assignment of stock certificate or of Seller's leasehold interest), including oil, mineral and water rights if currently owned by Seller. Title shall vest as designated in Buyer's vesting instructions. The recording document shall contain Buyer's post-closing mailing address to enable Buyer's receipt of the recorded conveyance document from the County Recorder. THE MANNER OF TAKING TITLE MAY HAVE SIGNIFICANT LEGAL AND TAX CONSEQUENCES. CONSULT AN APPROPRIATE PROFESSIONAL.
 - G. Buyer shall receive a "ALTA/CLTA Homeowner's Policy of Title Insurance" or equivalent policy of title insurance, if applicable to the type of property and buyer. Escrow Holder shall request this policy. If a ALTA/CLTA Homeowner's Policy of Title Insurance is not offered, Buyer shall receive a CLTA Standard Coverage policy unless Buyer has chosen another policy and instructed Escrow Holder in writing of the policy chosen and agreed to pay any increase in cost. Buyer should consult with the Title Company about the availability, and difference in coverage, and cost, if any, between a ALTA/CLTA Homeowner's Policy and a CLTA Standard Coverage policy and other title policies and endorsements. Buyer should receive notice from the Title Company on its Preliminary (Title) Report of the type of coverage offered. If Buyer is not notified on the Preliminary (Title) Report or is not satisfied with the policy offered, and Buyer nonetheless removes the contingency for Review of the Preliminary Report, Buyer will receive the policy as specified in this paragraph.
- 14. TIME PERIODS; REMOVAL OF CONTINGENCIES; CANCELLATION RIGHTS: The following time periods may only be extended, altered, modified or changed by mutual written agreement. Any removal of contingencies or cancellation under this paragraph by either Buyer or Seller must be exercised in good faith and in writing (C.A.R. Form CR or CC).**
- A. **SELLER DELIVERY OF DOCUMENTS:** Seller shall, within the time specified in **paragraph 3N(1)**, Deliver to Buyer all reports, disclosures and information ("Reports") for which Seller is responsible as specified in **paragraphs 7A, 9B(6), 10, 11A, 11B, 11C, 11D, 11H, 11K, 11L, 11M, 11N, 13A, 13C, and 28.**
 - B. **BUYER REVIEW OF DOCUMENTS; REPAIR REQUEST; CONTINGENCY REMOVAL OR CANCELLATION**
 - (1) Buyer has the time specified in **paragraph 3** to: (i) perform Buyer Investigations; review all disclosures, Reports, lease documents to be assumed by Buyer pursuant to **paragraph 9B(6)**, and other applicable information, which Buyer receives from Seller; and approve all matters affecting the Property; and (ii) Deliver to Seller Signed Copies of Statutory and Other Disclosures Delivered by Seller in accordance with **paragraph 11.**
 - (2) Buyer may, within the time specified in **paragraph 3L(3)**, request that Seller make repairs or take any other action regarding the Property (C.A.R. Form RR). Seller has no obligation to agree to or respond to Buyer's requests (C.A.R. Form RR or RRRR). If Seller does not agree or does not respond, Buyer is not contractually entitled to have the repairs or other requests made and may only cancel based on contingencies in this Agreement.
 - (3) Buyer shall, by the end of the times specified in **paragraph 3L** (or as Otherwise Agreed), Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement (C.A.R. Form CR or CC). However, if any report, disclosure, or information for which Seller is responsible, other than those in **paragraph 11A** or **11B**, is not Delivered within the time specified in **paragraph 3N(1)**, then Buyer has **5 Days** after Delivery of any such items, or the times specified in **paragraph 3L**, whichever is later, to Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement. If Delivery of any Report occurs after a contractual contingency pertaining to that Report has already been waived or removed, the Delivery of the Report does not revive the contingency but there may be a right to terminate for a subsequent or amended disclosure under **paragraph 11G.**
 - (4) **Continuation of Contingency:** Even after the end of the time specified in **paragraph 3L** and before Seller cancels, if at all, pursuant to **paragraph 14C**, Buyer retains the right, in writing, to either (i) remove remaining contingencies, or (ii) cancel this Agreement based on a remaining contingency. Once Buyer's written removal of all contingencies is Delivered to Seller, Seller may not cancel this Agreement pursuant to **paragraph 14C(1).**
 - C. **SELLER RIGHT TO CANCEL:**
 - (1) **SELLER RIGHT TO CANCEL; BUYER CONTINGENCIES:** If, by the time specified in this Agreement, Buyer does not Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement, then Seller, after first Delivering to Buyer a Notice to Buyer to Perform (C.A.R. Form NBP), may cancel this Agreement. In such event, Seller shall authorize the return of Buyer's deposit, except for fees incurred by Buyer.
 - (2) **SELLER RIGHT TO CANCEL; BUYER CONTRACT OBLIGATIONS:** Seller, after first Delivering to Buyer a Notice to Buyer to Perform, may cancel this Agreement if, by the time specified in this Agreement, Buyer does not take the following action(s): (i) Deposit funds as required by **paragraph 3D(1)** or **3D(2)** or if the funds deposited pursuant to **paragraph 3D(1)** or **3D(2)** are not good when deposited; (ii) Deliver updated contact information for Buyer's lender(s) as required by **paragraph 5C(3)**; (iii) Deliver a notice of FHA or VA costs or terms, if any, as specified by **paragraph 5C(4)** (C.A.R. Form RR); (iv) Deliver verification, or a satisfactory verification if Seller reasonably disapproves of the verification already provided, as required by **paragraph 5B** or **6A**; (v) Deliver a letter as required by **paragraph 6B**; (vi) In writing assume or accept leases or liens specified in **paragraph 8G**; (vii) Return Statutory and Other Disclosures as required by **paragraph 11F**; (viii) Cooperate with the title company's effort to comply with the GTO as required by **paragraph 13E**; (ix) Sign or initial a separate liquidated damages form for an increased deposit as required by **paragraphs 5A(2)** and **29**; (x) Provide evidence of authority to Sign in a representative capacity as specified in **paragraph 28**; or (xi) Perform any additional Buyer contractual obligation(s) included in this Agreement. In such event, Seller shall authorize the return of Buyer's deposit, except for fees incurred by Buyer and other expenses already paid by Escrow Holder pursuant to this Agreement prior to Seller's cancellation.
 - (3) **SELLER RIGHT TO CANCEL; SELLER CONTINGENCIES:** Seller may cancel this Agreement by good faith exercise of any Seller contingency included in this Agreement, or Otherwise Agreed, so long as that contingency has not already been removed or waived in writing.
 - D. **BUYER RIGHT TO CANCEL:**
 - (1) **BUYER RIGHT TO CANCEL; SELLER CONTINGENCIES:** If, by the time specified in this Agreement, Seller does not Deliver to Buyer a removal of the applicable contingency or cancellation of this Agreement, then Buyer, after first Delivering to Seller a Notice to Seller to Perform (C.A.R. Form NSP), may cancel this Agreement. In such event, Seller shall authorize the return of Buyer's deposit, except for fees incurred by Buyer and other expenses already paid by Escrow Holder pursuant to this Agreement prior to Buyer's cancellation.
 - (2) **BUYER RIGHT TO CANCEL; SELLER CONTRACT OBLIGATIONS:** If, by the time specified, Seller has not Delivered any item specified in **paragraph 3N(1)** or Seller has not performed any Seller contractual obligation included in this Agreement by the time specified, Buyer, after first Delivering to Seller a Notice to Seller to Perform, may cancel this Agreement.
 - (3) **BUYER RIGHT TO CANCEL; BUYER CONTINGENCIES:** Buyer may cancel this Agreement by good faith exercise of any Buyer contingency included in **paragraph 8**, or Otherwise Agreed, so long as that contingency has not already been removed in writing.

- E. **NOTICE TO BUYER OR SELLER TO PERFORM:** The Notice to Buyer to Perform or Notice to Seller to Perform shall: (i) be in writing; (ii) be Signed by the applicable Buyer or Seller; and (iii) give the other Party at least **2 Days** after Delivery (or until the time specified in the applicable paragraph, whichever occurs last) to take the applicable action. A Notice to Buyer to Perform or Notice to Seller to Perform may not be Delivered any earlier than **2 Days** prior to the Scheduled Performance Day to remove a contingency or cancel this Agreement or meet an obligation specified in **paragraph 14**, whether or not the Scheduled Performance Day falls on a Saturday, Sunday or legal holiday. If a Notice to Buyer to Perform or Notice to Seller to Perform is incorrectly Delivered or specifies a time less than the agreed time, the notice shall be deemed invalid and void, and Seller or Buyer shall be required to Deliver a new Notice to Buyer to Perform or Notice to Seller to Perform with the specified timeframe.
- F. **EFFECT OF REMOVAL OF CONTINGENCIES:**
 - (1) **REMOVAL OF BUYER CONTINGENCIES:** If Buyer removes any contingency or cancellation rights, unless Otherwise Agreed, Buyer shall conclusively be deemed to have: (i) completed all Buyer Investigations, and review of Reports and other applicable information and disclosures pertaining to that contingency or cancellation right; (ii) elected to proceed with the transaction; and (iii) assumed all liability, responsibility and expense for the non-delivery of any Reports, disclosures or information outside of Seller's control and for any Repairs or corrections pertaining to that contingency or cancellation right, or for the inability to obtain financing.
 - (2) **REMOVAL OF SELLER CONTINGENCIES:** If Seller removes any contingency or cancellation rights, unless Otherwise Agreed, Seller shall conclusively be deemed to have: (i) satisfied themselves regarding such contingency, (ii) elected to proceed with the transaction; and (iii) given up any right to cancel this Agreement based on such contingency.
- G. **DEMAND TO CLOSE ESCROW:** Before Buyer or Seller may cancel this Agreement for failure of the other Party to close escrow pursuant to this Agreement, Buyer or Seller must first Deliver to the other Party a Demand to Close Escrow (C.A.R. Form DCE). The DCE shall: (i) be Signed by the applicable Buyer or Seller; and (ii) give the other Party at least **3 Days** after Delivery to close escrow. A DCE may not be Delivered any earlier than **3 Days** prior to the Scheduled Performance Day for the Close Of Escrow. If a DCE is incorrectly Delivered or specifies a time less than the above timeframe, the DCE shall be deemed invalid and void, and Seller or Buyer shall be required to Deliver a new DCE.
- H. **EFFECT OF CANCELLATION ON DEPOSITS:** If Buyer or Seller gives written notice of cancellation pursuant to rights duly exercised under the terms of this Agreement, the Parties agree to Sign and Deliver mutual instructions to cancel the sale and escrow and release deposits, if any, to the Party entitled to the funds, less (i) fees and costs paid by Escrow Holder on behalf of that Party, if required by this Agreement; and (ii) any escrow fee charged to that party. Fees and costs may be payable to service providers and vendors for services and products provided during escrow. A release of funds will require mutual Signed release instructions from the Parties, judicial decision or arbitration award. **A Party may be subject to a civil penalty of up to \$1,000 for refusal to Sign cancellation instructions if no good faith dispute exists as to which Party is entitled to the deposited funds (Civil Code § 1057.3). Note: Neither Agents nor Escrow Holder are qualified to provide any opinion on whether either Party has acted in good faith or which Party is entitled to the deposited funds. Buyer and Seller are advised to seek the advice of a qualified California real estate attorney regarding this matter.**
- 15. **REPAIRS:** Repairs shall be completed prior to final verification of condition unless Otherwise Agreed. Repairs to be performed at Seller's expense may be performed by Seller or through others, provided that the work complies with applicable Law, including governmental permit, inspection and approval requirements. Repairs shall be performed in a good, skillful manner with materials of quality and appearance comparable to existing materials. Buyer acknowledges that exact restoration of appearance or cosmetic items following all Repairs may not be possible. Seller shall: (i) obtain invoices and paid receipts for Repairs performed by others; (ii) prepare a written statement indicating the Repairs performed by Seller and the date of such Repairs; and (iii) provide Copies of invoices and paid receipts and statements to Buyer prior to final verification of condition.
- 16. **FINAL VERIFICATION OF CONDITION:** Buyer shall have the right to make a final verification of the Property condition within the time specified in **paragraph 3J**, NOT AS A CONTINGENCY OF THE SALE, but solely to confirm: (i) the Property is maintained pursuant to **paragraph 7B**; (ii) Repairs have been completed as agreed; and (iii) Seller has complied with Seller's other obligations under this Agreement (C.A.R. Form VP).
- 17. **PRORATIONS OF PROPERTY TAXES AND OTHER ITEMS:** Unless Otherwise Agreed, the following items shall be PAID CURRENT and prorated between Buyer and Seller as of Close Of Escrow: real property taxes and assessments, interest, Seller rental payments, HOA regular assessments due prior to Close Of Escrow, premiums on insurance assumed by Buyer, payments on bonds and assessments assumed by Buyer, and payments on Mello-Roos and other Special Assessment District bonds and assessments that are now a lien. Seller shall pay any HOA special or emergency assessments due prior to Close Of Escrow. The following items shall be assumed by Buyer WITHOUT CREDIT toward the purchase price: prorated payments on Mello-Roos and other Special Assessment District bonds and assessments and HOA special or emergency assessments that are due after Close Of Escrow. Property will be reassessed upon change of ownership. Any supplemental tax bills delivered to Escrow Holder prior to closing shall be prorated and paid as follows: (i) for periods after Close Of Escrow, by Buyer; and (ii) for periods prior to Close Of Escrow, by Seller (see C.A.R. Form SPT or SBSA for further information). Seller agrees all service fees, maintenance costs and utility bills will be paid current up and through the date of Close Of Escrow. **TAX BILLS AND UTILITY BILLS ISSUED AFTER CLOSE OF ESCROW SHALL BE HANDLED DIRECTLY BETWEEN BUYER AND SELLER.** Prorations shall be made based on a 30-day month.
- 18. **BROKERS AND AGENTS:**
 - A. **COMPENSATION:** Seller or Buyer, or both, as applicable, agree to pay compensation to Broker as specified in a separate written agreement between Broker and that Seller or Buyer. Compensation is payable upon Close Of Escrow, or if escrow does not close, as otherwise specified in the agreement between Broker and that Seller or Buyer. If Seller agrees to pay Buyer's Broker (see **paragraph 3G(3)**), Seller shall be entitled to a copy of the written portion of the compensation agreement between Buyer and Buyer's Broker identifying the compensation to be paid. See C.A.R. Form SPBB for further information.
 - B. **SCOPE OF DUTY:** Buyer and Seller acknowledge and agree that Agent: (i) Does not decide what price Buyer should pay or Seller should accept; (ii) Does not guarantee the condition of the Property; (iii) Does not guarantee the performance, adequacy or completeness of inspections, services, products or repairs provided or made by Seller or others; (iv) Does not have an obligation to conduct an inspection of common areas or areas off the site of the Property; (v) Shall not be responsible for identifying defects on the Property, in common areas, or offsite unless such defects are visually observable by an inspection of reasonably accessible areas of the Property or are known to Agent; (vi) Shall not be responsible for inspecting public records or permits concerning the title or use of Property; (vii) Shall not be responsible for identifying the location of boundary lines or other items affecting title; (viii) Shall not be responsible for verifying square footage, representations of others or information contained in Investigation reports, Multiple Listing Service, advertisements, flyers or other promotional material; (ix) Shall not be responsible for determining the fair market value of the Property or any personal property included in the sale; (x) Shall not be responsible for providing legal or tax advice regarding any aspect of a transaction entered into by Buyer or Seller; and (xi) Shall not be responsible for providing other advice or information that exceeds the knowledge, education and experience required to perform real estate licensed activity. Buyer and Seller agree to seek legal, tax, insurance, title and other desired assistance from appropriate professionals.



19. JOINT ESCROW INSTRUCTIONS TO ESCROW HOLDER:

- A. The following paragraphs, or applicable portions thereof, of this Agreement constitute the joint escrow instructions of Buyer and Seller to Escrow Holder, which Escrow Holder is to use along with any related counter offers and addenda, and any additional mutual instructions to close the escrow: **paragraphs 1, 3A, 3B, 3D-G, 3N(2), 3Q, 3R, 4A, 4B, 5A(1-2) 5D, 5E, 10B(2)(A), 10B(3), 10C, 11H, 11K(2), 13 (except 13D), 14H, 17, 18A, 19, 23, 25, 27, 28, 32, 33, and paragraph 3 of the Real Estate Brokers Section.** If a Copy of the separate compensation agreement(s) provided for in **paragraph 18A** or **paragraph 3 of the Real Estate Brokers Section** is deposited with Escrow Holder by Agent, Escrow Holder shall accept such agreement(s) and pay out from Buyer's or Seller's funds, or both, as applicable, the Broker's compensation provided for in such agreement(s). The terms and conditions of this Agreement not set forth in the specified paragraphs are additional matters for the information of Escrow Holder, but about which Escrow Holder need not be concerned.
 - B. Buyer and Seller will receive Escrow Holder's general provisions, if any, directly from Escrow Holder. To the extent the general provisions are inconsistent or conflict with this Agreement, the general provisions will control as to the duties and obligations of Escrow Holder only. Buyer and Seller shall Sign and return Escrow Holder's general provisions or supplemental instructions within the time specified in **paragraph 3N(2)**. Buyer and Seller shall execute additional instructions, documents and forms provided by Escrow Holder that are reasonably necessary to close the escrow and, as directed by Escrow Holder, within **3 Days**, shall pay to Escrow Holder or HOA or HOA management company or others any fee required by **paragraphs 3, 8, 10, 11**, or elsewhere in this Agreement.
 - C. A Copy of this Agreement including any counter offer(s) and addenda shall be delivered to Escrow Holder within **3 Days** after **Acceptance**. Buyer and Seller authorize Escrow Holder to accept and rely on Copies and Signatures as defined in this Agreement as originals, to open escrow and for other purposes of escrow. The validity of this Agreement as between Buyer and Seller is not affected by whether or when Escrow Holder Signs this Agreement. Escrow Holder shall provide Seller's Statement of Information to Title Company when received from Seller, if a separate company is providing title insurance. If Seller delivers an affidavit to Escrow Holder to satisfy Seller's FIRPTA obligation under **paragraph 11H**, Escrow Holder shall deliver to Buyer, Buyer's Agent, and Seller's Agent a Qualified Substitute statement that complies with federal Law. If Escrow Holder's Qualified Substitute statement does not comply with federal law, the Parties instruct escrow to withhold all applicable required amounts under **paragraph 11H**.
 - D. Agents are not a party to the escrow, except for Brokers for the sole purpose of compensation pursuant to **paragraph 18A and paragraph 3 of the Real Estate Brokers Section**. If a Copy of the separate compensation agreement(s) provided for in either of those paragraphs is deposited with Escrow Holder by Agent, Escrow Holder shall accept such agreement(s) and pay out from Buyer's or Seller's funds, or both, as applicable, the Broker's compensation provided for in such agreement(s). Buyer and Seller irrevocably assign to Brokers compensation specified in **paragraph 18A**, and irrevocably instruct Escrow Holder to disburse those funds to Brokers at Close Of Escrow or pursuant to any other mutually executed cancellation agreement. Compensation instructions can be amended or revoked only with the written consent of Brokers. Buyer and Seller shall release and hold harmless Escrow Holder from any liability resulting from Escrow Holder's payment to Broker(s) of compensation pursuant to this Agreement.
 - E. Buyer and Seller acknowledge that Escrow Holder may require invoices for expenses under this Agreement. Buyer and Seller, upon request by Escrow Holder, within **3 Days** or within a sufficient time to close escrow, whichever is sooner, shall provide any such invoices to Escrow Holder.
 - F. Upon receipt, Escrow Holder shall provide Buyer, Seller, and each Agent verification of Buyer's deposit of funds pursuant to **paragraphs 5A(1) and 5A(2)**. Once Escrow Holder becomes aware of any of the following, Escrow Holder shall immediately notify each Agent: (i) if Buyer's initial or any additional deposit or down payment is not made pursuant to this Agreement, or is not good at time of deposit with Escrow Holder; or (ii) if Buyer and Seller instruct Escrow Holder to cancel escrow.
 - G. A Copy of any amendment that affects any paragraph of this Agreement for which Escrow Holder is responsible shall be delivered to Escrow Holder within **3 Days** after mutual execution of the amendment.
- 20. SELECTION OF SERVICE PROVIDERS:** Agents do not guarantee the performance of any vendors, service or product providers ("Providers"), whether referred by Agent or selected by Buyer, Seller or other person. Buyer and Seller may select ANY Providers of their own choosing.
- 21. MULTIPLE LISTING SERVICE ("MLS"):** Agents are authorized to report to the MLS that an offer has been accepted and, upon Close Of Escrow, the sales price and other terms of this transaction shall be provided to the MLS to be published and disseminated to persons and entities authorized to use the information on terms approved by the MLS. Buyer acknowledges that: (i) any pictures, videos, floor plans (collectively, "Images") or other information about the Property that has been or will be inputted into the MLS or internet portals, or both, at the instruction of Seller or in compliance with MLS rules, will not be removed after Close Of Escrow; (ii) California Civil Code § 1088(c) requires the MLS to maintain such Images and information for at least three years and as a result they may be displayed or circulated on the Internet, which cannot be controlled or removed by Seller or Agents; and (iii) Seller, Seller's Agent, Buyer's Agent, and MLS have no obligation or ability to remove such Images or information from the Internet.
- 22. ATTORNEY FEES AND COSTS:** In any action, proceeding, or arbitration between Buyer and Seller arising out of this Agreement, the prevailing Buyer or Seller shall be entitled to reasonable attorney fees and costs from the non-prevailing Buyer or Seller, except as provided in **paragraph 30A**.
- 23. ASSIGNMENT/NOMINATION:** Buyer shall have the right to assign all of Buyer's interest in this Agreement to Buyer's own trust or to any wholly owned entity of Buyer that is in existence at the time of such assignment. Otherwise, Buyer shall not assign all or any part of Buyer's interest in this Agreement without first having obtained the separate written consent of Seller to a specified assignee. Such consent shall not be unreasonably withheld. Prior to any assignment, Buyer shall disclose to Seller the name of the assignee and the amount of any monetary consideration between Buyer and assignee. Buyer shall provide assignee with all documents related to this Agreement including, but not limited to, the Agreement and any disclosures. If assignee is a wholly owned entity or trust of Buyer, that assignee does not need to re-sign or initial all documents provided. Whether or not an assignment requires seller's consent, at the time of assignment, assignee shall deliver a letter from assignee's lender that assignee is prequalified or preapproved as specified in **paragraph 6B**. Should assignee fail to deliver such a letter, Seller, after first giving Assignee an Notice to Buyer to Perform, shall have the right to terminate the assignment. Buyer shall, within the time specified in **paragraph 3K**, Deliver any request to assign this Agreement for Seller's consent. If Buyer fails to provide the required information within this time frame, Seller's withholding of consent shall be deemed reasonable. Any total or partial assignment shall not relieve Buyer of Buyer's obligations pursuant to this Agreement unless Otherwise Agreed by Seller (C.A.R. Form AOOA). Parties shall provide any assignment agreement to Escrow Holder within 1 Day after the assignment. Any nomination by Buyer shall be subject to the same procedures, requirements, and terms as an assignment as specified in this paragraph.
- 24. EQUAL HOUSING OPPORTUNITY:** The Property is sold in compliance with federal, state and local anti-discrimination Laws.



- 25. DEFINITIONS and INSTRUCTIONS:** The following words are defined terms in this Agreement, shall be indicated by initial capital letters throughout this Agreement, and have the following meaning whenever used:
- A. **"Acceptance"** means the time the offer or final counter offer is fully executed, in writing, by the recipient Party and is Delivered to the offering Party or that Party's Authorized Agent.
 - B. **"Agent"** means the Broker, salesperson, broker-associate or any other real estate licensee licensed under the brokerage firm identified in **paragraph 2B**.
 - C. **"Agreement"** means this document and any counter offers and any incorporated addenda or amendments, collectively forming the binding agreement between the Parties. Addenda and amendments are incorporated only when Signed and Delivered by all Parties.
 - D. **"As-Is"** condition: Seller shall disclose known material facts and defects as specified in this Agreement. Buyer has the right to inspect the Property and, within the time specified, request that Seller make repairs or take other corrective action, or exercise any contingency cancellation rights in this Agreement. Seller is only required to make repairs specified in this Agreement or as Otherwise Agreed.
 - E. **"Authorized Agent"** means an individual real estate licensee specified in the Real Estate Broker Section.
 - F. **"C.A.R. Form"** means the most current version of the specific form referenced or another comparable form agreed to by the Parties.
 - G. **"Close Of Escrow"**, including "COE", means the date the grant deed, or other evidence of transfer of title, is recorded for any real property, or the date of Delivery of a document evidencing the transfer of title for any non-real property transaction.
 - H. **"Copy"** means copy by any means including photocopy, facsimile and electronic.
 - I. **"Counting Days"** is done as follows unless Otherwise Agreed: (1) The first Day after an event is the first full calendar date following the event, and ending at 11:59 pm. For example, if a Notice to Buyer to Perform (C.A.R. form NBP) is Delivered at 3 pm on the 7th calendar day of the month, or Acceptance of a counter offer is personally received at 12 noon on the 7th calendar day of the month, then the 7th is Day "0" for purposes of counting days to respond to the NBP or calculating the Close Of Escrow date or contingency removal dates and the 8th of the month is Day 1 for those same purposes. (2) All calendar days are counted in establishing the first Day after an event. (3) All calendar days are counted in determining the date upon which performance must be completed, ending at 11:59 pm on the last day for performance ("Scheduled Performance Day"). (4) After Acceptance, if the Scheduled Performance Day for any act required by this Agreement, including Close Of Escrow, lands on a Saturday, Sunday, or Legal Holiday, the performing party shall be allowed to perform on the next day that is not a Saturday, Sunday or Legal Holiday ("Allowable Performance Day"), and ending at 11:59 pm. "Legal Holiday" shall mean any holiday or optional bank holiday under Civil Code §§ 7 and 7.1, any holiday under Government Code § 6700. (5) For the purposes of COE, any day that the Recorder's office in the County where the Property is located is closed or any day that the lender or Escrow Holder under this Agreement is closed, the COE shall occur on the next day the Recorder's office in that County, the lender, and the Escrow Holder is open. (6) COE is considered Day 0 for purposes of counting days Seller is allowed to remain in possession, if permitted by this Agreement.
 - J. **"Day"** or **"Days"** means calendar day or days. However, delivery of deposit to escrow is based on business days.
 - K. **"Deliver"**, **"Delivered"** or **"Delivery"** of documents, unless Otherwise Agreed, means and shall be effective upon personal receipt of the document by Buyer or Seller or their Authorized Agent. Personal receipt means (i) a Copy of the document, or as applicable, link to the document, is in the possession of the Party or Authorized Agent, regardless of the Delivery method used (i.e. e-mail, text, other), or (ii) an Electronic Copy of the document, or as applicable, link to the document, has been sent to any of the designated electronic delivery addresses specified in the Real Estate Broker Section on page 16. After Acceptance, Agent may change the designated electronic delivery address for that Agent by, in writing, Delivering notice of the change in designated electronic delivery address to the other Party. Links could be, for example, to DropBox or GoogleDrive or other functionally equivalent program. If the recipient of a link is unable or unwilling to open the link or download the documents or otherwise prefers Delivery of the documents directly, Recipient of a link shall notify the sender in writing, within **3 Days** after Delivery of the link (C.A.R. Form RFR). In such case, Delivery shall be effective upon Delivery of the documents and not the link. Failure to notify sender within the time specified above shall be deemed consent to receive, and Buyer opening, the document by link.
 - L. **"Electronic Copy"** or **"Electronic Signature"** means, as applicable, an electronic copy or signature complying with California Law. Unless Otherwise Agreed, Buyer and Seller agree to the use of Electronic Signatures. Buyer and Seller agree that electronic means will not be used by either Party to modify or alter the content or integrity of this Agreement without the knowledge and consent of the other Party.
 - M. **"Law"** means any law, code, statute, ordinance, regulation, rule or order, which is adopted by a controlling city, county, state or federal legislative, judicial or executive body or agency.
 - N. **"Legally Authorized Signer"** means an individual who has authority to Sign for the principal as specified in **paragraph 32** or **paragraph 33**.
 - O. **"Otherwise Agreed"** means an agreement in writing, signed by both Parties and Delivered to each.
 - P. **"Repairs"** means any repairs (including pest control), alterations, replacements, modifications or retrofitting of the Property provided for under this Agreement.
 - Q. **"Sign"** or **"Signed"** means either a handwritten or Electronic Signature on an original document, Copy or any counterpart.
- 26. TERMS AND CONDITIONS OF OFFER:** This is an offer to purchase the Property on the terms and conditions herein. The individual Liquidated Damages and Arbitration of Disputes paragraphs are incorporated in this Agreement if initiated by all Parties or if incorporated by mutual agreement in a Counter Offer or addendum. **If at least one but not all Parties initial, a Counter Offer is required until agreement is reached.** Seller has the right to continue to offer the Property for sale and to accept any other offer at any time prior to notification of Acceptance and to market the Property for backup offers after Acceptance. The Parties have read and acknowledge receipt of a Copy of the offer and agree to the confirmation of agency relationships. If this offer is accepted and Buyer subsequently defaults, Buyer may be responsible for payment of Brokers' compensation. This Agreement and any supplement, addendum or modification, including any Copy, may be Signed in two or more counterparts, all of which shall constitute one and the same writing. By signing this offer or any document in the transaction, the Party Signing the document is deemed to have read the document in its entirety.
- 27. TIME OF ESSENCE; ENTIRE CONTRACT; CHANGES:** Time is of the essence. All understandings between the Parties are incorporated in this Agreement. Its terms are intended by the Parties as a final, complete and exclusive expression of their Agreement with respect to its subject matter and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. If any provision of this Agreement is held to be ineffective or invalid, the remaining provisions will nevertheless be given full force and effect. Except as Otherwise Agreed, this Agreement shall be interpreted, and disputes shall be resolved in accordance with the Laws of the State of California. **Neither this Agreement nor any provision in it may be extended, amended, modified, altered or changed, except in writing Signed by Buyer and Seller.**

Property Address: 1365 Mission Rd, South San Francisco, CA 94080

Date: January 9, 2023

28. **LEGALLY AUTHORIZED SIGNER:** Wherever the signature or initials of the Legally Authorized Signer identified in paragraph 32 or 33 appear on this Agreement or any related documents, it shall be deemed to be in a representative capacity for the entity described and not in an individual capacity, unless otherwise indicated. The Legally Authorized Signer (i) represents that the entity for which that person is acting already exists and is in good standing to do business in California and (ii) shall Deliver to the other Party and Escrow Holder, within the time specified in paragraph 3N(5), evidence of authority to act in that capacity (such as but not limited to: applicable portion of the trust or Certification Of Trust (Probate Code § 18100.5), letters testamentary, court order, power of attorney, corporate resolution, or formation documents of the business entity).

29. **LIQUIDATED DAMAGES** (By initialing in the space below, you are agreeing to Liquidated Damages):
If Buyer fails to complete this purchase because of Buyer's default, Seller shall retain, as liquidated damages, the deposit actually paid. If the Property is a dwelling with no more than four units, one of which Buyer intends to occupy, then the amount retained shall be no more than 3% of the purchase price. Any excess shall be returned to Buyer. Release of funds will require mutual, Signed release instructions from both Buyer and Seller, judicial decision or arbitration award. AT THE TIME OF ANY INCREASED DEPOSIT BUYER AND SELLER SHALL SIGN A SEPARATE LIQUIDATED DAMAGES PROVISION INCORPORATING THE INCREASED DEPOSIT AS LIQUIDATED DAMAGES (C.A.R. FORM DID).

Buyer's Initials ENR / DRR

Seller's Initials BD / _____

30. **MEDIATION:**

- A. The Parties agree to mediate any dispute or claim arising between them out of this Agreement, or any resulting transaction, before resorting to arbitration or court action. The mediation shall be conducted through the C.A.R. Real Estate Mediation Center for Consumers (www.consumermediation.org) or through any other mediation provider or service mutually agreed to by the Parties. The Parties also agree to mediate any disputes or claims with Agents(s), who, in writing, agree to such mediation prior to, or within a reasonable time after, the dispute or claim is presented to the Agent. Mediation fees, if any, shall be divided equally among the Parties involved, and shall be recoverable under the prevailing party attorney fees clause. If, for any dispute or claim to which this paragraph applies, any Party (i) commences an action without first attempting to resolve the matter through mediation, or (ii) before commencement of an action, refuses to mediate after a request has been made, then that Party shall not be entitled to recover attorney fees, even if they would otherwise be available to that Party in any such action. THIS MEDIATION PROVISION APPLIES WHETHER OR NOT THE ARBITRATION PROVISION IS INITIALED.
- B. **ADDITIONAL MEDIATION TERMS:** (i) Exclusions from this mediation agreement are specified in paragraph 31B; (ii) The obligation to mediate does not preclude the right of either Party to seek a preservation of rights under paragraph 31C; and (iii) Agent's rights and obligations are further specified in paragraph 31D. These terms apply even if the Arbitration of Disputes paragraph is not initialed.

31. **ARBITRATION OF DISPUTES:**

- A. The Parties agree that any dispute or claim in Law or equity arising between them out of this Agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration. The Parties also agree to arbitrate any disputes or claims with Agents(s), who, in writing, agree to such arbitration prior to, or within a reasonable time after, the dispute or claim is presented to the Agent. The arbitration shall be conducted through any arbitration provider or service mutually agreed to by the Parties. The arbitrator shall be a retired judge or justice, or an attorney with at least 5 years of residential real estate Law experience, unless the Parties mutually agree to a different arbitrator. Enforcement of, and any motion to compel arbitration pursuant to, this agreement to arbitrate shall be governed by the procedural rules of the Federal Arbitration Act, and not the California Arbitration Act, notwithstanding any language seemingly to the contrary in this Agreement. The Parties shall have the right to discovery in accordance with Code of Civil Procedure § 1283.05. The arbitration shall be conducted in accordance with Title 9 of Part 3 of the Code of Civil Procedure. Judgment upon the award of the arbitrator(s) may be entered into any court having jurisdiction.
- B. **EXCLUSIONS:** The following matters are excluded from mediation and arbitration: (i) Any matter that is within the jurisdiction of a probate, small claims or bankruptcy court; (ii) an unlawful detainer action; and (iii) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed of trust, mortgage or installment land sale contract as defined in Civil Code § 2985.
- C. **PRESERVATION OF ACTIONS:** The following shall not constitute a waiver nor violation of the mediation and arbitration provisions: (i) the filing of a court action to preserve a statute of limitations; (ii) the filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, provided the filing party concurrent with, or immediately after such filing makes a request to the court for a stay of litigation pending any applicable mediation or arbitration proceeding; or (iii) the filing of a mechanic's lien.
- D. **AGENTS:** Agents shall not be obligated nor compelled to mediate or arbitrate unless they agree to do so in writing. Any Agents(s) participating in mediation or arbitration shall not be deemed a party to this Agreement.
- E. **"NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY."**

"WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION TO NEUTRAL ARBITRATION."

Buyer's Initials ENR / DRR

Seller's Initials BD / _____



32. BUYER'S OFFER

A. EXPIRATION OF OFFER: This offer shall be deemed revoked and the deposit, if any, shall be returned to Buyer unless by the date and time specified in paragraph 3C, the offer is Signed by Seller and a Copy of the Signed offer is Delivered to Buyer or Buyer's Authorized Agent. Seller has no obligation to respond to an offer made.

B. [] ENTITY BUYERS: (Note: If this paragraph is completed, a Representative Capacity Signature Disclosure (C.A.R. Form RCSD) is not required for the Legally Authorized Signers designated below.)

- (1) One or more Buyers is a trust, corporation, LLC, probate estate, partnership, holding a power of attorney or other entity.
(2) This Agreement is being Signed by a Legally Authorized Signer in a representative capacity and not in an individual capacity. See paragraph 28 for additional terms.
(3) The name(s) of the Legally Authorized Signer(s) is/are:
(4) If a trust, identify Buyer as trustee(s) of the trust or by simplified trust name (ex. John Doe, co-trustee, Jane Doe, co-trustee or Doe Revocable Family Trust).
(5) If the entity is a trust or under probate, the following is the full name of the trust or probate case, including case #:

C. The RPA has 16 pages, Buyer acknowledges receipt of, and has read and understands, every page and all attachments that make up the Agreement.

D. BUYER SIGNATURE(S):

(Signature) By, [Signature] Chris Neil Roman Date: 01/09/2023
Printed name of BUYER: Chris Neil Roman

[] Printed Name of Legally Authorized Signer: Title, if applicable,

(Signature) By, [Signature] Desiree Romero Roman Date: 01/09/2023
Printed name of BUYER: Desiree Romero Roman

[] Printed Name of Legally Authorized Signer: Title, if applicable,

[] IF MORE THAN TWO SIGNERS, USE Additional Signature Addendum (C.A.R. Form ASA).

33. ACCEPTANCE

A. ACCEPTANCE OF OFFER: Seller warrants that Seller is the owner of the Property or has the authority to execute this Agreement. Seller accepts the above offer and agrees to sell the Property on the above terms and conditions. Seller has read and acknowledges receipt of a Copy of this Agreement and authorizes Agent to Deliver a Signed Copy to Buyer.

Seller's acceptance is subject to the attached Counter Offer or Back-Up Offer Addendum, or both, checked below.

Seller shall return and include the entire agreement with any response.

[] Seller Counter Offer (C.A.R. Form SCO or SMCO)

Addendum 1 dated 1/10/2023 incorporated

[BD] [CNR] [DRR]

[] Back-Up Offer Addendum (C.A.R. Form BUO)

B. [X] Entity Sellers: (Note: If this paragraph is completed, a Representative Capacity Signature Disclosure form (C.A.R. Form RCSD) is not required for the Legally Authorized Signers designated below.)

- (1) One or more Sellers is a trust, corporation, LLC, probate estate, partnership, holding a power of attorney or other entity.
(2) This Agreement is being Signed by a Legally Authorized Signer in a representative capacity and not in an individual capacity. See paragraph 28 for additional terms.
(3) The name(s) of the Legally Authorized Signer(s) is/are: Brian Dossey City Manager
(4) If a trust, identify Seller as trustee(s) of the trust or by simplified trust name (ex. John Doe, co-trustee, Jane Doe, co-trustee or Doe Revocable Family Trust).
(5) If the entity is a trust or under probate, the following is the full name of the trust or probate case, including case #:

C. The RPA has 16 pages. Seller acknowledges receipt of, and has read and understands, every page and all attachments that make up the Agreement.

D. SELLER SIGNATURE(S):

(Signature) By, [Signature] Brian Dossey Date: 01/11/23
Printed name of SELLER: Town of Colma

[] Printed Name of Legally Authorized Signer: Title, if applicable,

(Signature) By, Printed name of SELLER:
[] Printed Name of Legally Authorized Signer: Title, if applicable,

[] IF MORE THAN TWO SIGNERS, USE Additional Signature Addendum (C.A.R. Form ASA).

OFFER NOT ACCEPTED: / No Counter Offer is being made. This offer was not accepted by Seller (date)
Seller's Initials



REAL ESTATE BROKERS SECTION:

1. Real Estate Agents are not parties to the Agreement between Buyer and Seller.
2. Agency relationships are confirmed as stated in paragraph 2.
3. **Cooperating Broker Compensation:** Seller's Broker agrees to pay Buyer's Broker and Buyer's Broker agrees to accept, out of Seller's Broker's proceeds in escrow, the amount specified in the MLS, provided Buyer's Broker is a Participant of the MLS in which the Property is offered for sale or a reciprocal MLS. If Seller's Broker and Buyer's Broker are not both Participants of the MLS, or a reciprocal MLS, in which the Property is offered for sale, then compensation must be specified in a separate written agreement (C.A.R. Form CBC). Declaration of License and Tax (C.A.R. Form DLT) may be used to document that tax reporting will be required or that an exemption exists.
4. **Presentation of Offer:** Pursuant to the National Association of REALTORS® Standard of Practice 1-7, if Buyer's Agent makes a written request, Seller's Agent shall confirm in writing that this offer has been presented to Seller.
5. **Agents' Signatures and designated electronic delivery address:**

A. Buyer's Brokerage Firm Intero Real Estate Services Lic. # 01522213
 By Joraine Flores Costales Joraine Flores Costales Lic. # 01848062 Date 01/09/2023
 By Marc Costales Marc Costales Lic. # 02066444 Date _____
 Address 32145 Alvarado-Niles Road #101 City Union City State CA Zip 94587
 Email JCostales@Intero.com Phone # (510)930-1574

- More than one agent from the same firm represents Buyer. Additional Agent Acknowledgement (C.A.R. Form AAA) attached.
 More than one brokerage firm represents Buyer. Additional Broker Acknowledgement (C.A.R. Form ABA) attached.

Designated Electronic Delivery Address(es) (Check all that apply):

Email above; Text to Phone # above; Alternate: _____

B. Seller's Brokerage Firm Hildebrand Real Estate Group Lic. # 00695854
 By Melanie Hildebrand Melanie Hildebrand Lic. # 00695854 Date 01/11/23
 By _____ Lic. # _____ Date _____
 Address 6150 Mission St Suite 110 City Daly City State CA Zip 94014
 Email melhbrand@gmail.com Phone # (650)678-5208

- More than one agent from the same firm represents Seller. Additional Agent Acknowledgement (C.A.R. Form AAA) attached.
 More than one brokerage firm represents Seller. Additional Broker Acknowledgement (C.A.R. Form ABA) attached.

Designated Electronic Delivery Address(es) (To be filled out by Seller's Agent) (Check all that apply):

Email above; Text to Phone # above; Alternate: _____

ESCROW HOLDER ACKNOWLEDGMENT:

Escrow Holder acknowledges receipt of a Copy of this Agreement, (if checked, a deposit in the amount of \$ _____), Counter Offer numbers _____ and _____, and agrees to act as Escrow Holder subject to **paragraph 19** of this Agreement, any supplemental escrow instructions and the terms of Escrow Holder's general provisions.

Escrow Holder is advised by _____ that the date of Acceptance of the Agreement is _____

Escrow Holder _____ Escrow # _____

By _____ Date _____

Address _____

Phone/Fax/E-mail _____

Escrow Holder has the following license number # _____

Department of Financial Protection and Innovation, Department of Insurance, Department of Real Estate.

PRESENTATION OF OFFER: _____ / _____ Seller's Brokerage Firm presented this offer to Seller on _____ (date).
Agent or Seller Initials

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RPA REVISED 12/22 (PAGE 16 OF 16)

Buyer's Initials

CNR

DRR

Seller's Initials

BD





BUYER'S INVESTIGATION ADVISORY (C.A.R. Form BIA, Revised 12/21)

Property Address 1365 Mission Rd, South San Francisco, CA 94080



1. **IMPORTANCE OF PROPERTY INVESTIGATION:** The physical condition of the land and improvements being purchased is not guaranteed by either Seller or Brokers. You have an affirmative duty to exercise reasonable care to protect yourself, including discovery of the legal, practical and technical implications of disclosed facts, and the investigation and verification of information and facts that you know or that are within your diligent attention and observation. A general physical inspection typically does not cover all aspects of the Property nor items affecting the Property that are not physically located on the Property. If the professionals recommend further investigations, including a recommendation by a pest control operator to inspect inaccessible areas of the Property, you should contact qualified experts to conduct such additional investigations.
2. **BROKER OBLIGATIONS:** Brokers do not have expertise in all areas and therefore cannot advise you on many items, such as those listed below. If Broker gives you referrals to professionals, Broker does not guarantee their performance.
3. **YOU ARE STRONGLY ADVISED TO INVESTIGATE THE CONDITION AND SUITABILITY OF ALL ASPECTS OF THE PROPERTY, INCLUDING BUT NOT LIMITED TO THE FOLLOWING. IF YOU DO NOT DO SO, YOU ARE ACTING AGAINST THE ADVICE OF BROKERS.**
 - A. **GENERAL CONDITION OF THE PROPERTY, ITS SYSTEMS AND COMPONENTS:** Foundation, roof (condition, age, leaks, useful life), plumbing, heating, air conditioning, electrical, mechanical, security, pool/spa (cracks, leaks, operation), other structural and non-structural systems and components, fixtures, built-in appliances, any personal property included in the sale, and energy efficiency of the Property.
 - B. **SQUARE FOOTAGE, AGE, BOUNDARIES:** Square footage, room dimensions, lot size, age of improvements and boundaries. Any numerical statements regarding these items are APPROXIMATIONS ONLY and have not been verified by Seller and cannot be verified by Brokers. Fences, hedges, walls, retaining walls and other barriers or markers do not necessarily identify true Property boundaries.
 - C. **WOOD DESTROYING PESTS:** Presence of, or conditions likely to lead to the presence of wood destroying pests and organisms.
 - D. **SOIL STABILITY:** Existence of fill or compacted soil, expansive or contracting soil, susceptibility to slippage, settling or movement, and the adequacy of drainage.
 - E. **WATER AND UTILITIES; WELL SYSTEMS AND COMPONENTS; WASTE DISPOSAL:** Water and utility availability, use restrictions and costs. Water quality, adequacy, condition, and performance of well systems and components. The type, size, adequacy, capacity and condition of sewer and septic systems and components, connection to sewer, and applicable fees.
 - F. **ENVIRONMENTAL HAZARDS:** Potential environmental hazards, including, but not limited to, asbestos, lead-based paint and other lead contamination, radon, methane, other gases, fuel oil or chemical storage tanks, contaminated soil or water, hazardous waste, waste disposal sites, electromagnetic fields, nuclear sources, and other substances, materials, products, or conditions (including mold (airborne, toxic or otherwise), fungus or similar contaminants).
 - G. **EARTHQUAKES AND FLOODING:** Susceptibility of the Property to earthquake/seismic hazards and propensity of the Property to flood.
 - H. **FIRE, HAZARD, AND OTHER INSURANCE:** The availability and cost of necessary or desired insurance may vary. The location of the Property in a seismic, flood or fire hazard zone, and other conditions, such as the age of the Property and the claims history of the Property and Buyer, may affect the availability and need for certain types of insurance. Buyer should explore insurance options early as this information may affect other decisions, including the removal of loan and inspection contingencies.
 - I. **BUILDING PERMITS, ZONING, GOVERNMENTAL REQUIREMENTS, AND ADDRESS:** Permits, inspections, certificates, zoning, other governmental limitations, restrictions, and requirements affecting the current or future use of the Property, its development or size. Postal/mailling address and zip code may not accurately reflect the city which has jurisdiction over the property.
 - J. **RENTAL PROPERTY RESTRICTIONS:** The State, some counties, and some cities impose restrictions that limit the amount of rent that can be charged, the maximum number of occupants, and the right of a landlord to terminate a tenancy. Deadbolt or other locks and security systems for doors and windows, including window bars, should be examined to determine whether they satisfy legal requirements.
 - K. **SECURITY AND SAFETY:** State and local Law may require the installation of barriers, access alarms, self-latching mechanisms and/or other measures to decrease the risk to children and other persons of existing swimming pools and hot tubs, as well as various fire safety and other measures concerning other features of the Property.



BUYER'S INVESTIGATION ADVISORY (BIA PAGE 1 OF 2)


L. NEIGHBORHOOD, AREA, SUBDIVISION CONDITIONS; PERSONAL FACTORS: Neighborhood or area conditions, including schools, law enforcement, crime statistics, registered felons or offenders, fire protection, other government services, availability, adequacy and cost of internet connections or other technology services and installations, commercial, industrial or agricultural activities, existing and proposed transportation, construction and development that may affect noise, view, or traffic, airport noise, noise or odor from any source, wild and domestic animals, other nuisances, hazards, or circumstances, protected species, wetland properties, botanical diseases, historic or other governmentally protected sites or improvements, cemeteries, facilities and condition of common areas of common interest subdivisions, and possible lack of compliance with any governing documents or Homeowners' Association requirements, conditions and influences of significance to certain cultures and/or religions, and personal needs, requirements and preferences of Buyer.

By signing below, Buyers acknowledge that they have read, understand, accept and have received a Copy of this Advisory. Buyers are encouraged to read it carefully.

Buyer	 <u>Chris Neil Roman</u> 1/9/2023 4:45:23 PM PST	<u>Chris Neil Roman</u>	Date	<u>01/09/2023</u>
Buyer	 <u>Desiree Romero Roman</u> 1/9/2023 5:21:40 PM PST	<u>Desiree Romero Roman</u>	Date	<u>01/09/2023</u>


Brian Dossey 01/11/23

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BIA REVISED 12/21 (PAGE 2 OF 2)

BUYER'S INVESTIGATION ADVISORY (BIA PAGE 2 OF 2)



CALIFORNIA
ASSOCIATION
OF REALTORS®

FAIR APPRAISAL ACT ADDENDUM

(C.A.R. Form FAAA, 6/22)

The following terms and conditions are hereby incorporated in and made a part of the Purchase Agreement, OR Other ("Agreement"), dated 01/09/2023, on property known as 1365 Mission Rd, South San Francisco, CA 94080 ("Property"), in which Town of Colma is referred to as ("Seller") and Chris Neil Roman, Desiree Romero Roman is referred to as ("Buyer").

Any appraisal of the property is required to be unbiased, objective, and not influenced by improper or illegal considerations, including, but not limited to, any of the following: race, color, religion (including religious dress, grooming practices, or both), gender (including, but not limited to, pregnancy, childbirth, breastfeeding, and related conditions, and gender identity and gender expression), sexual orientation, marital status, medical condition, military or veteran status, national origin (including language use and possession of a driver's license issued to persons unable to provide their presence in the United States is authorized under federal law), source of income, ancestry, disability (mental and physical, including, but not limited to, HIV/AIDS status, cancer diagnosis, and genetic characteristics), genetic information, or age.

If a buyer or seller believes that the appraisal has been influenced by any of the above factors, the seller or buyer can report this information to the lender or mortgage broker that retained the appraiser and may also file a complaint with the Bureau of Real Estate Appraisers at <https://www2.brea.ca.gov/complaint/> or call (916) 552-9000 for further information on how to file a complaint.

By signing below, Buyer and Seller has each read, understands and acknowledges receipt of a copy of this Fair Appraisal Act Addendum.

Buyer	 <u>Chris Neil Roman</u> Chris Neil Roman	Date	<u>01/09/2023</u>
Buyer	 <u>Desiree Romero Roman</u> Desiree Romero Roman	Date	<u>01/09/2023</u>
Seller	 <u>Brian Dossey</u> Town of Colma	Date	<u>01/11/23</u>
Seller	_____	Date	_____

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FAAA 6/22 (PAGE 1 OF 1)



FAIR APPRAISAL ACT ADDENDUM (FAAA PAGE 1 OF 1)



CALIFORNIA CONSUMER PRIVACY ACT ADVISORY, DISCLOSURE AND NOTICE

(C.A.R. Form CCPA, Revised 12/22)

The California Consumer Privacy Act (commencing with Civil Code § 1798.100) ("CCPA"), as amended by California voters in 2020, grants to California residents certain rights in their private, personal information ("PI") that is collected by companies with whom they do business. Under the CCPA, PI is defined broadly to encompass non-public records information that could reasonably be linked directly or indirectly to you. PI could potentially include photographs of, or sales information about, your property.

During the process of buying and selling real estate your PI will be collected and likely shared with others, including real estate licensees, a Multiple Listing Service, real estate internet websites, service providers, lenders, and title and escrow companies, to name several possibilities. Businesses that are covered by the CCPA are required to grant you various rights in your PI, including the right to know what PI is collected, the right to know what PI is sold or shared and to whom, the right to request that the business correct or delete your PI, the right to "opt out" or stop the transfer of your PI to others, and the right to limit the use of certain PI which is considered "sensitive." You may get one or more notices regarding your CCPA rights from businesses you interact with in a real estate transaction. However, not all businesses that receive or share your PI are obligated to comply with the CCPA. Moreover, businesses that are otherwise covered under the CCPA may have a legal obligation to maintain PI, notwithstanding your instruction to the contrary. For instance, regardless of whether they are covered by CCPA, under California law, brokers and Multiple Listing Services are required to maintain their records for 3 years. If you wish to exercise your rights under CCPA, where applicable, you should contact the respective business directly.

You can obtain more information about the CCPA and your rights under the law from the State of California Department of Justice (oag.ca.gov/privacy/ccpa). Additionally, the California Privacy Protection Agency is authorized to promulgate regulations which may further clarify requirements of the CCPA (cppa.ca.gov/regulations/).

I/we acknowledge receipt of a copy of this California Consumer Privacy Act Advisory, Disclosure and Notice.

Buyer/Seller/Landlord/Tenant ^{Authentisign}
~~Chris Neil Roman~~
Chris Neil Roman Date 01/09/2023

Buyer/Seller/Landlord/Tenant ^{Authentisign}
~~Desiree Romero Roman~~
Desiree Romero Roman Date 01/09/2023

^{Authentisign}
Brian Dossey 01/11/23

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CCPA REVISED 12/22 (PAGE 1 OF 1)

CALIFORNIA CONSUMER PRIVACY ACT ADVISORY (CCPA PAGE 1 OF 1)



STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Brian Dossey, City Manager
 MEETING DATE: January 25, 2023
 SUBJECT: Amendment to the California Cities Gaming Authority Agreement

RECOMMENDATION

Staff recommends the City Council adopt the following:

RESOLUTION APPROVING THE AMENDMENT TO THE CALIFORNIA CITIES GAMING AUTHORITY JOINT EXERCISE OF POWERS AGREEMENT ADMITTING THE CITY OF BELL TO THE CALIFORNIA CITIES GAMING AUTHORITY PURSUANT TO CEQA GUIDELINE 15378

EXECUTIVE SUMMARY

At the May 13, 2020 meeting, the City Council adopted a resolution entering into an agreement amendment (attachment B) to join the California Cities Gaming Authority (CCGA). The newly founded California Cities Gaming Authority (CCGA) is a joint powers authority which was formed to protect the interests of cities state-wide with licensed card rooms. Currently, there are three member cities who make up the JPA (Town of Colma, City of Gardena and City of Inglewood).

CCGA Executive Director Rudy Bermudez has been actively recruiting additional cities which have card rooms in their jurisdictions to increase membership into the CCGA. On January 11, 2023, the City of Bell elected to become a member of the CCGA.

In order for the City of Bell to be admitted into the CCGA JPA, each member city must approve a resolution amending the CCGA Agreement. Therefore, staff recommends that the City Council adopt a resolution to amend the California Cities Gaming Authority Agreement admitting the City of Bell as a member (Attachment C).

FISCAL IMPACT

None

BACKGROUND

The CCGA was formed in November 2019 by the City of Gardena and the City of Inglewood in an effort to give cities one collective voice when cardroom issues arise with the Attorney General or Bureau of Gambling Control. In May of 2020, the Town of Colma joined the CCGA.

The CCGA has been recruiting cities with small to medium size cardrooms (20-80 tables); by working together the cities can be more effective when advocating for proposed changes that impact our cardrooms. In January 2021, the City of San Jose became a member of the CCGA. The City of Bell elected to become a member on January 11, 2023.

By increasing membership of the CCGA, it not only gives the cities with card rooms a united voice in Sacramento but also a stronger voice when issues pertaining to the cardroom arise.

ANALYSIS

It is mutually beneficial and desirable to admit the City of Bell as a member of the CCGA. In fact, the Board of Directors of the CCGA voted to admit the City of Bell as a full voting member at the January 18, 2023 meeting.

On January 11, 2023, the City Council of San Jose elected to become a member by adopting the attached Amendment as required by the Agreement.

The attached Amendment (Attachment C) will admit the City of Bell as a full voting member to the CCGA upon approval by the current members of the CCGA including the Town of Colma.

The provisions of the Amendment are summarized as follows:

- The recitals set forth the historical and operative facts pertaining to the formation and existence of the California Cities Gaming Authority and those related to the admission of the City of Bell.
- Paragraph 3 details the CCGA structure of officers, requiring a Chairperson, Vice Chairperson, Secretary and Treasurer.
- Paragraph 4 provides for the admission of the City of Bell as a Member by the current members of the CCGA through the consent of the Cities of Colma, San Jose, Gardena and Inglewood.
- Paragraph 5 commits the City of Bell to be bound by the terms and conditions of the Amendment and the Agreement including the obligation to pay the annual contribution in the amount of \$30,000 as set forth in Paragraph 4.2 of the Agreement.
- Paragraph 5 grants the City of Bell the right and duty to appoint one of its Council Members to serve on the Board of Directors of the CCGA including the right to participate and vote on all matters before the CCGA Board of Directors and to appoint another one of its Council Members to serve as the alternate to the CCGA Board of Directors.

ENVIRONMENTAL

The proposed action is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines sections 15378(b)(2) and 15378(b)(5) as ongoing

administrative or organizational activities that will not result in direct or indirect physical changes in the environment.

Council Adopted Values

The staff report is consistent with the Council value of *responsibility* by accepting the City of Bell as a member of the CCGA JPA, the CCGA JPA is strengthening its a voice in Sacramento as it relates to card room issues and changes in gaming.

CONCLUSION

Staff recommends adopting the resolution amending the CCGA Agreement, accepting the City of Bell as a member of the CCGA JPA.

ATTACHMENTS

- A. Resolution
- B. CCGA JPA Agreement
- C. Amendment to CCGA JPA Agreement admitting the City of San Jose



**RESOLUTION NO. 2023-XX
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION APPROVING THE AMENDMENT TO THE CALIFORNIA CITIES GAMING
AUTHORITY JOINT EXERCISE OF POWERS AGREEMENT ADMITTING THE CITY OF
BELL TO THE CALIFORNIA CITIES GAMING AUTHORITY PURSUANT TO CEQA
GUIDELINE 15378**

The City Council of the Town of Colma does hereby resolve as follows:

1. Background and Findings

(a) On May 13, 2020, the City Council adopted a resolution entering into an amendment to the Joint Exercise of Powers Agreement of the California Cities Gaming Authority (the "CCGA") to allow the Town of Colma to join the CCGA.

(b) The CCGA was formed in November of 2019 as a Joint Powers Authority formed under Government Code Section 6500 *et seq.*, and is now comprised of the cities of Inglewood, Gardena, and the Town of Colma.

(c) The CCGA was formed to provide a collective voice when cardroom issues arise with the State Attorney General, State Bureau of Gambling Control, and generally monitors state activity on these issues for the Town.

(d) The CCGA is currently recruiting cities with small to medium size cardrooms to join CCGA to work together to advocate for cardrooms and the revenue they can produce for cardroom cities.

(e) Recently, the CCGA was successful in getting the City of Bell to want to join the CCGA.

(f) On January 18, 2023, the Board of Directors of CCGA voted to admit the City of Bell as a member of the CCGA.

(g) On January 11, 2023, the City Council of the City of Bell agreed to become a member of the CCGA when it approved an amendment to the CCGA Joint Exercise of Powers Agreement to be admitted into the CCGA.

(h) In addition to the above approvals, the current members of the CCGA must also approve an amendment to the Joint Exercise of Powers Agreement to admit the City of Bell.

(i) The City Council is now being asked to adopt a resolution approving the amendment to the Joint Exercise of Powers Agreement in order to admit the City of Bell.

2. Order

(a) The City Council of the Town of Colma hereby approves the Amendment to the Joint Exercise of Powers Agreement for CCGA and the Mayor is authorized and directed to execute the Amendment, which will allow the City of Bell to join the CCGA.

Certification of Adoption

I certify that the foregoing Resolution No. 2022-__ was duly adopted at a regular meeting of said City Council held on January 25, 2023 by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Joanne del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fiscaro					
Voting Tally					

Dated _____

Joanne del Rosario, Mayor

Attest: _____
Caitlin Corley, City Clerk

**AMENDMENT TO
CALIFORNIA CITIES GAMING AUTHORITY
JOINT EXERCISE OF POWERS AGREEMENT
TO ADMIT THE TOWN OF COLMA**

This Amendment (“Amendment”) to the California Cities Gaming Authority Joint Exercise of Powers Agreement (“Agreement”) is made and entered into by and between the City of Gardena, the City of Inglewood, and the Town of Colma (hereafter “Party” or “Parties”).

RECITALS

A. The California Cities Gaming Authority, a joint powers authority, was established on November 13, 2019 by the execution of a Joint Exercise of Powers Agreement between the City of Gardena and the City of Inglewood.

B. Section 7.1 of the Joint Exercise of Powers Agreement provides for the admission of additional governmental entities as Members of the Authority upon such terms and conditions provided by the Board with the consent of a two-thirds vote of the Board and by the execution of a written Amendment to the Agreement by all Members of the Authority including the additional Member.

C. The Board of Directors of the California Cities Gaming Authority has consented, by a two-thirds vote, to admit the Town of Colma as a Member to the California Cities Gaming Authority subject to the terms and conditions of this Amendment to the Agreement by the Town of Colma and the Members of the Authority.

D. The City Council of the Town of Colma has voted to become a Member of the California Cities Gaming Authority, a joint powers authority, subject to the terms and conditions of this Amendment and those of the Agreement.

NOW, THEREFORE, the Parties hereto agree as follows:

1. The recitals herein are true and correct.
2. The Joint Exercise of Powers Agreement of the California Cities Gaming Authority is approved and incorporated herein and made a part hereof.
3. Paragraph 3.10 of the Agreement is amended to read as follows:

The Directors shall appoint the following officers from among its Members: Chairperson, Vice Chairperson and Secretary. The Treasurer of the Authority shall be a Treasurer of a Member of the Authority, an officer or employee of the Authority, or a certified public accountant, as determined by the Board, for the term and on the conditions provided herein. The Treasurer shall also serve as the Auditor except where a certified public accountant

has been designated as the Treasurer. The Board shall have the power to appoint such additional officers as it deems necessary or desirable. All checks drawn on the Authority's accounts shall be signed by the Chairperson or the Vice Chairperson and by the Treasurer.

4. The City of Gardena and the City of Inglewood hereby agree to admit the Town of Colma as a Member to the California Cities Gaming Authority and to be bound by the terms and conditions of this Amendment to the Agreement and the Agreement.

5. The Town of Colma hereby agrees to be admitted as a Member of the California Cities Gaming Authority and to be bound by the terms and conditions of this Amendment to the Agreement and the terms and conditions of the Agreement as though it had duly executed the Agreement. The Town of Colma further agrees that:

- (a) It will participate actively in the governance of the Authority and it acknowledges that the Authority shall be governed by a Board of Directors.
- (b) It will designate one of its council members to serve as a Regular Director of the Board of Directors of the Authority who agrees to attend its meetings.
- (c) It will designate another of its council members to serve as an Alternate Director of the Board of Directors who agrees to attend its meetings, in the absence of its Regular Member.
- (d) It will pay its pro-rata share of the annual contribution set forth in Paragraph 4.1 of the Agreement in the amount of \$30,000 to the Authority in the manner set forth in Paragraph 4.2 of the Agreement.

6. Each party hereto enters into this Amendment on the date its Presiding Officer signs it; and this Amendment to the Agreement shall be effective on the date that it is signed by the last Presiding Officer of a party to sign it. Each party hereto understands and agrees that this Amendment effectively modifies the Agreement in that the Town of Colma is hereby added as a Member to the Authority with a seat on the Board of Directors of the Authority, Paragraph 3.10 of the Agreement is modified as set forth in Paragraph 3 hereof, and the Town of Colma is deemed to have signed the Agreement.

7. Each party may sign this Amendment on a separate page and each such signature page shall constitute the whole hereof.

CITY OF GARDENA

CITY OF INGLEWOOD

By: _____

By: _____

Its Mayor

Its Mayor

Date: _____

Date: _____

Attest: City Clerk

By: _____

Approved: City Attorney

By: _____


Attest: City Clerk

By: _____

Approved: City Attorney

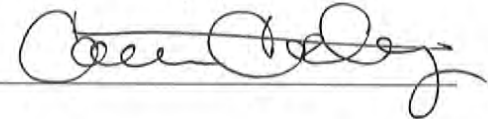
By: _____

TOWN OF COLMA


By:  _____
Its Mayor

Date: 5/18/20

Attest: City Clerk

By:  _____

Approved: City Attorney


By: _____

**AMENDMENT TO
CALIFORNIA CITIES GAMING AUTHORITY
JOINT EXERCISE OF POWERS AGREEMENT
TO ADMIT THE CITY OF BELL**

This Amendment (“Amendment”) to the California Cities Gaming Authority Joint Exercise of Powers Agreement (“Agreement”) is made and entered into by and between the City of Gardena, the City of Inglewood, the Town of Colma, the City of San Jose and the City of Bell (hereafter “Party” or “Parties”).

RECITALS

A. The California Cities Gaming Authority, a Joint Powers Authority, (hereafter “CCGA”) was established on November 13, 2019 by the execution of the Agreement between the City of Gardena and the City of Inglewood and Amendments to the Agreement to add the Town of Colma and the City of San Jose.

B. Section 7.1 of the Agreement of the CCGA provides for the admission of additional governmental entities as Members of the CCGA upon such terms and conditions provided by the Board with the consent of a two-thirds vote of the Board and by the execution of a written Amendment to the Agreement by all Members of the CCGA including the additional Member.

C. The Board of Directors of the CCGA has consented, by a two-thirds vote, to admit the City of Bell as a Member to the CCGA subject to the terms and conditions of Agreement and this Amendment to the Agreement by the City of Bell and the Members of the CCGA.

D. The City Council of the City of Bell has voted to become a Member of the CCGA subject to the terms and conditions of Agreement and this Amendment to the Agreement.

NOW, THEREFORE, the Parties hereto agree as follows:

1. The recitals herein are true and correct.
2. The California Cities Gaming Authority Joint Exercise of Powers Agreement is approved and incorporated herein and made a part hereof.
3. Paragraph 3.10 of the Agreement is amended to read as follows:

The Directors shall appoint the following officers from among its Members: Chairperson, Vice Chairperson and Secretary. The Treasurer of the Authority shall be the Treasurer of a Member of the Authority, an officer or employee of a Member or the Authority, or a certified public accountant, as determined by the Board, for the term and on the conditions provided herein. The Treasurer shall also serve as the Auditor except where a certified public accountant has been designated as the Treasurer. The Board shall have the power

to appoint such additional officers as it deems necessary or desirable. All checks drawn on the Authority's accounts shall be signed by the Chairperson or the Vice Chairperson and by the Treasurer.

4. The City of Gardena, the City of Inglewood, the Town of Colma and the City of San Jose hereby agree to admit the City of Bell as a Member to the CCGA and to be bound by the terms and conditions of the Agreement and this Amendment to the Agreement.

5. The City of Bell hereby agrees to be admitted as a Member of the CCGA and to be bound by the terms and conditions of this Amendment to the Agreement and the terms and conditions of the Agreement as though it had duly executed the Agreement. The City of Bell further agrees that:

- (a) It will participate actively in the governance of the CCGA and it acknowledges that the CCGA shall be governed by a Board of Directors.
- (b) It will designate one of its council members to serve as a Regular Director of the Board of Directors of the CCGA who will agree to attend its meetings.
- (c) It will designate another of its council members to serve as an Alternate Director of the Board of Directors of the CCGA who will agree to attend its meetings, in the absence of its Regular Member.
- (d) It will pay its pro-rata share of the annual contribution set forth in Paragraph 4.1 of the Agreement in the amount of \$30,000 to the Authority in the manner set forth in Paragraph 4.2 of the Agreement meaning that its pro-rata share for the 2022-2023 fiscal year only shall be limited to \$15,000.

6. Each party hereto enters into this Amendment on the date its Presiding Officer signs it; and this Amendment to the Agreement shall be effective on the date that it is signed by the last Presiding Officer of a party to sign it. Each party hereto understands and agrees that this Amendment effectively modifies the Agreement in that the City of Bell is hereby added as a Member to the Authority with a seat on the Board of Directors of the CCGA, Paragraph 3.10 of the Agreement is modified as set forth in Paragraph 3 hereof, and the City of Bell is deemed to have signed the Agreement.

7. Each party may sign this Amendment on a separate page and each such signature page shall constitute the whole hereof.

CITY OF GARDENA

CITY OF INGLEWOOD

By: _____

By: _____

Its Mayor

Its Mayor

Date: _____

Date: _____

Attest: City Clerk

By: _____

Approved: City Attorney

By: _____

TOWN OF COLMA

By: _____

Its Mayor

Date: _____

Attest: City Clerk

By: _____

Approved: City Attorney

By: _____

CITY OF BELL

By: _____

Monica Arduo
Its Mayor

Date: 01-17-2023

Attest: City Clerk

By: _____

Approved: City Attorney

By: _____

Attest: City Clerk

By: _____

Approved: City Attorney

By: _____

CITY OF SAN JOSE

By: _____

Its Mayor

Date: _____

Attest: City Clerk

By: _____

Approved: City Attorney

By: _____





STAFF REPORT

TO: Mayor and Members of the City Council

FROM: Farhad Mortazavi APA, City Planner
Alvin Jen, APA, Associate Planner

VIA: Brian Dossey, City Manager

DATE: January 11, 2022

SUBJECT: Public Hearing and Adoption for the Town of Colma Housing Element 2023-2031 ("6th Cycle")

RECOMMENDATION

Staff recommends that the City Council adopt a:

RESOLUTION ADOPTING A GENERAL PLAN AMENDMENT TO REPEAL THE 2015-2022 HOUSING ELEMENT AND ADOPT THE 2023-2031 HOUSING ELEMENT IN COMPLIANCE WITH STATE HOUSING ELEMENT LAW PURSUANT TO A PREVIOUSLY CERTIFIED ENVIRONMENTAL IMPACT REPORT AND PURSUANT TO CEQA GUIDELINE 15061(B)(3)

EXECUTIVE SUMMARY

The Town of Colma has prepared a draft update to the Housing Element of the General Plan to affirmatively further fair housing and accommodate 202 units Regional Housing Needs Allocation (RHNA) for the 2023-2031 Housing Element cycle. The content of the draft 2023-2031 Housing Element is structured for consistency with the requirements set forth in state law.

In addition to responding to requirements of state law, the Housing Element also demonstrates Colma's strategy for meeting the Town's locally determined housing needs, and that these needs are addressed through policies and programs outlined within the Housing Element. Public review and input have been a critical component of this 6th cycle Housing Element Update.

This staff report provides a summary of the Housing Element requirements, an overview of the status of Colma's Draft Housing Element, the findings provided to the town by HCD on the first 90-day review of the draft, and how the Town has responded to HCD's findings and the reasons the Town of Colma believes that the draft element substantially complies with Article 10.6 of State Planning and Zoning law contained at Government Code Section 65580, *et seq.*.

BACKGROUND

CA Government Code Title 7, Division 1, Chapter 3, Article 10.6 [65580 – 65589.11] regulates the use and requirements of Housing Elements in California. The state law requires that the Town update its General Plan Housing Element every eight years. State law further requires the current update for jurisdictions in the Association of Bay Area Governments (ABAG) region to comply by January 31, 2023.

The Town of Colma's 2023-2031 Draft Housing Element was prepared with the benefit of the community, City Council input, and discussion at two public meetings over the course of the year-long Housing Element preparation period. Workshops on the draft Housing Element were held by the City Council. Guidance was also provided by HCD throughout the process.

The Draft Housing Element was released on April 29, 2022, for a 30-day public review and comment period, ending on May 28, 2022. An additional 10-day period is required for the incorporation of comments after the initial 30-day public review period which was provided. The draft included a total of 53 very-low, 30 low, 40 moderate, and 142 above-moderate units, for a total of 265 units. During the comment period, staff was notified by the Italian Cemetery – one of the property owners of the initial site inventory - of their desire not to be part of the housing inventory for their site located at El Camino Real and F Street. Therefore, staff revised the housing inventory and the draft document eliminating the 3.07-acre property owned by the Italian Cemetery. By doing so, staff needed to recalculate the possibilities for the remaining six properties, which resulted in a total of 256 units that includes 53 very-low, 30 low, 44 moderate, and 129 above-moderate (market rate) units. On May 27, 2022, the Housing Leadership Council of San Mateo County (HLC) sent an email with their attached public comment letter addressed to email addresses for the Town Clerk, building department, and planning department. However, the Town's email server filtered this email and sent it to the junk folder for all the previously mentioned email addresses. Staff did not discover this email until late afternoon on June 8, 2022, the same day as the City Council hearing for the first draft of the Housing Element.

On June 17, 2022, the Town submitted the draft Housing Element to HCD for its review. On August 17, 2022, HCD and Town staff participated in an hour-long preliminary feedback phone call, where comments were provided for the first draft. During this call, HCD provided staff the opportunity to address areas where the Housing Element was missing information prior to the end of the 90-day review period and official comment letter. Based upon these comments, staff revised the draft Housing Element to include additional information and analysis.

On August 26, 2022, a revised first draft was made public, with no comments received during that period. On September 2, 2022, this revised first draft was sent to HCD for consideration. On September 14, 2022, HCD provided the Town a formal review letter of the first draft.

On September 23, 2022, Town staff hosted a staff member from HLC where a tour of the Town and opportunity sites of the Housing Element was provided. On October 6, 2022, HLC provided additional comments for the Housing Element.

In November 2022, the Housing Element was reviewed and determined that it is exempt under California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3), common sense exemption. It has been determined that the Housing Element involves policies, programs, and

actions to meet the Town's RHNA allocation that either would not cause a significant effect on the environment or incorporates actions that have already been taken by the Town.

Additionally, the growth projected by the Housing Element has been analyzed in the prior General EIR that was adopted by the City Council on March 23, 2022. The policies incorporated into the General Plan by the General Plan EIR include mitigation measures to avoid or mitigate environmental impacts on sites designated in the Housing Element. Further, none of the circumstances requiring preparation of a subsequent or supplemental EIR (as specified in CEQA section 21166 and CEQA Guidelines 15162 and 15163) are present. This has been determined as there is no evidence in the record that (1) substantial changes are proposed for Project that will require major revisions of the EIR, (2) substantial changes will occur with respect to the circumstances under which the Project will be undertaken that will require major revisions in the EIR, or (3) new information, which was not known and could not have been known when the EIR was certified, has become available

Based on these factors, it is concluded, that the General Plan EIR adequately analyzed the environmental impacts of the Housing Element. Further, based on the scope of the Housing Element, it can be seen with certainty, that there is no possibility that the proposed 6th Cycle Housing Element Update would have a significant effect on the environment pursuant to Section 15061(b)(3), of the State CEQA Guidelines.

Comments and questions based on HCD's review letter, as well as public comments, have been incorporated into the final document. A final public hearing for the Housing Element is concurrent with the City Council consideration of the document with staff's recommendation for adoption of the Housing Element. The adopted document will be returned to HCD with the expectation that HCD will certify the document after their 60-day review period or end of March 2023.

The following section summarizes the required components of Housing Element Updates per State law, new requirements included since the 5th cycle Housing Element Update (2015-2023), and penalties for non-compliance with Housing Element Laws. The section also includes a summary of public meetings related to the 6th cycle Housing Element Update prior to today's meeting.

Required Components of a Housing Element

Pursuant to Government Code Section 65583, local governments are required to include the below items as components within their Housing Elements, and subsequent updates thereto. *Newly required components introduced as part of the 6th Cycle are included in italics below* and discussed in further detail within the "New Requirements for the 6th Cycle Housing Element Update" Section below.

1. **Housing Needs Assessment:** Examine demographic, employment and housing trends and conditions and identify existing and projected housing needs of the community, with attention paid to special housing needs (e.g., large families, persons with disabilities). This Section includes a community's Regional Housing Needs Allocation (RHNA) as determined by a community's regional planning body in partnership with HCD.

2. **Evaluation of Past Performance:** Review the prior Housing Element to measure progress in implementing policies and programs.
3. **Housing Sites Inventory:** Identify locations of available sites for housing development or redevelopment to demonstrate there is enough land zoned for housing to meet future need at all income levels. *The standards for designating adequate sites were substantially changed from the sixth cycle, particularly for non-vacant sites.*
4. **Community Engagement:** Implement a robust community engagement program that includes reaching out to individuals and families at all economic levels of the community plus historically underrepresented groups.
5. **Constraints Analysis:** Analyze and recommend remedies for existing and potential governmental and nongovernmental barriers to housing development.
6. **Policies and Programs:** Establish policies and programs to be carried out during the 2023-2031 planning period to fulfill the identified housing needs.
7. **AFFH: Analyze and address significant disparities in housing needs and access to opportunity by proposing housing goals, objectives, and policies that aid in replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws.**

New Requirements for the 6th Cycle Housing Element

Pursuant to recent State legislation, the following items are now required as part of the Housing Element Update process:

- **Affirmatively Furthering Fair Housing (AFFH).** Assembly Bill 686 (AB 686), passed in 2018, created new requirements for jurisdictions to affirmatively further fair housing. According to AB 686, affirmatively furthering fair housing means to take “meaningful actions, in addition to combating discrimination, which overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics” and is Federally mandated by the 1968 Fair Housing Act. The four main goals are to:
 - Address significant disparities in housing needs and in access to opportunity, and
 - Replace segregated living patterns with truly integrated and balanced living patterns, and
 - Transform racially and ethnically concentrated areas of poverty into areas of opportunity, and
 - Foster and maintain compliance with civil rights and fair housing laws.
- **Public Comment on Draft Revisions.** Assembly Bill (AB)215 (2021), requires local governments to make the first draft revision of their housing element update available for public comment for at least 30 days. Further, if any comments are received, a local government must take at least ten additional business days to consider and incorporate public comments into the draft revision before submitting to HCD. HCD must review the draft and report its written findings to the planning agency within 90 days of receiving the first draft submittal for each housing element revision or within 60 days of its receipt for a subsequent draft amendment or adoption.

Penalties for Non-Compliance

For the 6th cycle, jurisdictions face a number of new consequences for not having a certified Housing Element. Under legislation enacted in recent years, if a jurisdiction does not comply with State housing law, HCD may refer the Town to the Attorney General. Significant fines may be imposed if a jurisdiction does not comply with a court order for one year. A court finding a Housing Element inadequate may limit local land use decision-making authority until the jurisdiction brings its Housing Element into compliance, or local governments may lose the right to deny certain projects.

Conversely, an HCD-certified housing element allows jurisdictions eligible for, or with higher priority for, numerous sources of funding, such as Local Housing Allocations, Affordable Housing and Sustainable Communities Grants, SB 1 Planning Grants, CalHOME Program Grants, Infill Infrastructure Grants, Pro-Housing Design funding, Local Housing Trust Funds, and Regional Transportation Funds (such as MTC's OneBayArea Grants).

Related Elements

- **Safety Element.** Jurisdictions must review and update their Safety Element to meet certain requirements concurrently with the Housing Element update. The Safety Element must be reviewed and updated to address wildfire, seismic, geologic, and flood risks. Climate adaptation and resiliency strategies are also considered. The Community Health, Safety and Services Element was updated in March 2022 as part of the Town's 2040 Colma General Plan update.
- **SB 1035 and SB 379.** Require all cities to address climate change adaptation and resilience in their general plan safety element. SB 379 is triggered by the next update of a jurisdiction's local hazard mitigation plan (updated every five years) or before 1/1/2022, whichever is first. SB 1035 was built off SB 379, requiring the safety element to be updated every eight years upon the next housing element update. The Community Health, Safety and Services was updated in March 2022 as part of the Town's 2040 Colma General Plan update.
- **SB 1241.** Applies to communities with very high fire hazard severity or unincorporated communities in state responsibility areas. Communities subject to SB1241 need to ensure consistency between the housing and safety elements to address fire risks. AB 2911 strengthened the local very high fire hazard severity zone designation. The Community Health, Safety and Services updated in March 2022 as part of the Town's 2040 Colma General Plan update addresses fire hazards in and surrounding Colma.

Summary of Study Sessions and Prior Meetings

Over the last year, the Town of Colma has conducted a comprehensive community engagement and outreach strategy as required by Government Code to assist in informing the 6th cycle Housing Element Update Process. This strategy has included community meetings and study sessions with City Council. These meetings and study sessions are summarized below. Feedback received throughout the ongoing community engagement and outreach process has assisted staff and the consulting team in preparing the draft Housing Element Update and related items.

Study Sessions

- April 27, 2022 – City Council
2023-2031 6th Cycle Housing Element Update, staff presented to City Council and the public an overview of the progress to date, public outreach efforts, and the preliminary map of potential new housing locations (Site Inventory).

Public Meetings

- June 8, 2022 – City Council
2023-2031 6th Cycle Draft Housing Element, staff presented to City Council and the public the first draft of the Housing Element, updated Site Inventory list, and appendices to be sent to HCD for their first 90-day review.

Housing Element Requirements

The following section summarizes the contents of the Town of Colma's Housing Element Update for the 2023-2031 Planning Period.

Housing Needs Assessment

As part of the Housing Element Update process, the Town of Colma is required to analyze the existing and projected housing needs, including its fair share of RHNA requirements. The Town's analysis of housing needs is required to include an assessment of detailed demographic data including population age, size, and ethnicity; household characteristics; overpayment trends; housing stock conditions; units in need of replacement or rehabilitation; and needs of special needs populations including the elderly, persons with disabilities, unhoused persons, extremely low-income households, and farmworkers. Utilizing the *Housing Needs Data Report* provided by ABAG, the 6th cycle Housing Element Update outlines the following housing needs for Colma.

- Senior Housing: About 13.9%¹ of Colma's population are considered seniors (over the age of 65). Colma along with San Mateo County is expected to see the senior population grow. Housing opportunities to accommodate this demographic are discussed in this Housing Element.
- Housing for Disabled Individuals: Disabilities include physical, developmental, and other special needs. Typically, individuals with disabilities are lower incomes due to the difficulties of securing long-term employment. Providing housing opportunities near transit, along with affordability is discussed in this Housing Element.
- Housing for Extremely Low Income Households: Extremely Low Income (ELI) Households earn 30% of the Area Median Income (AMI) or less. In San Mateo County, for a family of four, the annual income would be \$54,800 or lower.² Housing opportunities for ELI households can also include affordable units, secondary dwelling units, emergency shelters, supportive housing, and transitional housing.

¹ US Census 2020 American Community Survey

² HCD 2021 State Income Limits

Regional Housing Needs Allocation (RHNA)

In January of 2022, HCD approved ABAG's adopted *Final RHNA Plan for the San Francisco Bay Area: 2023-2031* which establishes a total RHNA for the San Francisco Bay Area of 441,176 residential units for the 6th cycle housing element update 2023-2031 planning period. ABAG's *Plan* further distributes this RHNA across the bay area's nine counties, and 101 cities based on demographic and population data received from the California Department of Finance (DOF). Local jurisdictions must then utilize their ascribed RHNA to update the housing elements of their general plans for the 6th cycle planning period, inclusive of identifying eligible land resources to accommodate this RHNA. See the Sites Inventory Section below.

RHNA requirements are organized into four affordability categories, established according to the Area Median Income (AMI) of a geography. These categories include very low-income residential units, which are affordable to households earning less than 50% of AMI; low-income residential units, which are affordable to households earning between 50% and 80% of AMI; moderate income residential units, which are affordable to households earning between 80% and 120%; and above moderate-income residential units which are affordable to households earning upwards of 120% of AMI. The Town of Colma's is included below in Figure 1.

Figure 1: Colma's Regional Housing Needs Allocation (RHNA)

Income Category	Town of Colma RHNA	
	Previous Housing Element Cycle (2015-2023)	6 th Cycle RHNA (2023-2031)
Very Low (less than 50% of AMI)	20	44
Low (50-80% of AMI)	8	25
Moderate (80-120% of AMI)	9	37
Above Moderate (More than 120% of AMI)	22	96
Total	59	202

Source: Final RHNA Plan for the San Francisco Bay Area: 2023-2031

RHNA Buffer

New "no net loss" provisions of Government Code Section 65863 require Colma to ensure an adequate supply of land resources to be made available for housing development throughout the duration of the 2023-2031 planning period. This means if housing sites identified within the Town's 6th cycle housing element update are developed with non-residential uses, lower residential densities, or residential uses at affordability levels higher than anticipated by the Housing Element, Colma's Housing Element could be determined to be out of compliance. Accordingly, the Town's RHNA requirement is further buffered with 21 percent to ensure compliance with "no net loss" provisions.

Constraints Analysis

In addition to analyzing the existing and projected housing needs of Colma, the Housing Element Update must also identify and analyze potential and actual governmental and nongovernmental constraints to the maintenance, improvement, or development of housing for all income in the community, regardless of protected class. A summary of constraints to the development and improvement of housing in Colma is included below, along with descriptions of local efforts to lessen these constraints as applicable.

- **Land Use/Zoning:** Approximately 75% of the current land use is zoned for cemetery use in Colma. In a town that is comprised of two square miles, the lack of available land, whether it is vacant or non-vacant presents a constraint for the development of housing.
- **Parking Standards:** 1 parking space is required for a multi-family dwelling unit having no more than one bedroom. 1.5 covered spaces are required for multi-family dwelling units having 2 or more bedrooms. Existing parking requirements can be a potential constraint to housing developments.
- **Multi-family Housing Development:** In residential and commercial zoning districts, certain uses are allowable by right. Multiple dwelling units of up to six, residential planned developments, or larger residential developments require a use permit. Obtaining a use permit for certain types of residential development can be considered a barrier to building affordable housing.

Housing Resources and Sites Inventory

As part of the 6th cycle Housing Element Update, Colma is also required to identify resources available to the Town for the preservation, rehabilitation, and production of housing throughout the community. This includes programmatic and financial resources, such as those offered locally or through State or Federal partners. These resources also include land resources within the Town that were identified as eligible for accommodation of Colma's RHNA Requirements. Pursuant to Government Code Section 65583.2(a) the following land resources are eligible for accommodation of the Town's RHNA: vacant sites zoned for residential use; or vacant sites zoned for nonresidential use that allows residential development; or residentially zoned sites that are capable of being developed at a higher density; or sites zoned for nonresidential use that can be redeveloped for residential use, and for which the housing element includes a program to rezone the site.

Colma's Housing Sites Inventory is summarized below in Figure-2. Land resources identified within the below Inventory Summary are included on the attached maps, included as Attachment G.

Figure -2: Colma Housing Sites Inventory

Site	Zoning Designation	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total	Vacant/ Non-Vacant
7733 El Camino	Commercial	4	4			8	16	Y

1200 El Camino	Commercial	22	23	23	44	90	202	N
7778 El Camino	Commercial			7		8	15	N
Btwn. 461 & 469 B St.	Residential					1	1	Y
El Camino & Collins Ave.	Planned Development					8	8	Y
240 Collins Ave.	Planned Development					14	14	Y
Total		26	27	30	44	129	256	
RHNA			44 (includes Ex. Low-)	25	37	96	202	

Assumptions:

Assume each site gets developed at 20 units/acre

Suitability score of 0.875=> 50% of units affordable: half Low, half Very Low

Suitability score of 0.625=> 30% of units Moderate

Reallocate affordable units to consolidate affordability levels at sites

Reallocate affordable units to higher affordability levels based on RHNA

Source: Town of Colma, 2022

Policies and Programs

The Housing Element Update includes a set of goals, policies, and implementing programs intended to promote the preservation, rehabilitation, and production of housing throughout Colma. Goals are long-range, broad, and comprehensive targets that describe future outcomes the Town desires. A policy is a specific instructional guideline that seeks to promote goals. Together, goals and policies are implemented through a series of programs that identify specific, quantifiable actions the City will undertake during the 6th cycle planning period. A summary of Draft Goals, Policies, and Programs included within Colma's Draft Housing Element Update is included below:

Goal A: Identify adequate sites, with appropriate zoning and development standards and services, to accommodate Colma's share of the regional housing needs for each income level.

- Policy 1: Encourage the construction of cost-effective single-family housing that caters to all income levels and demographics in the Sterling Park Residential Neighborhood.
- Policy 2: Encourage the construction of second dwelling units where appropriate.
- Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.
 - Program 1.1, Program 1.2, Program 2.1, Program 2.2, Program 3.1, Program 3.5

Goal B: Assist in making available adequate housing to meet the needs of extremely low, very low-, low-, and moderate-income households.

- Policy 1: Encourage the construction of cost-effective single-family housing that caters to all income levels and demographics in the Sterling Park Residential Neighborhood.
- Policy 2: Encourage the construction of second dwelling units where appropriate.
- Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.
- Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.
- Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.
- Program 1.1, Program 1.2, Program 2.1, Program 2.2, Program 3.1, Program 3.2, Program 3.3, Program 3.4, Program 3.5, Program 4.5, Program 5.1, Program 5.3, Program 5.4, Program 5.5, Program 5.6

Goal C: Address and where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities.

- Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.
- Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.
- Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.
- Policy 8: Promote public participation transparency in housing and land use plans.
- Program 3.1, Program 3.5, Program 4.1, Program 8.1, Program 8.2

Goal D: Conserve and improve the condition of the existing housing stock.

- Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.
- Program 7.1, Program 7.2, Program 7.3

Goal E: Preserve assisted housing developments at risk of conversion to market-rate.

- Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.
- Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.
- Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.
- Program 4.2, Program 5.2, Program 5.4, Program 7.1

Goal F: Affirmatively Furthering Fair Housing. Meaningful actions to promote equal housing opportunities for and combat discrimination against all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, disability, or economic background.

- Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.

Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.

Policy 8: Promote public participation transparency in housing and land use plans.

- Program 4.1, Program 4.2, Program 4.3, Program 4.4, Program 4.5, Program 5.1, Program 5.2, Program 5.3, Program 5.4, Program 5.6, Program 8.1, Program 8.2

Goal G: Encourage sustainable residential development that is energy efficient and consistent with existing and future Town values and policies related to reducing greenhouse gas emissions.

- Policy 6: Recommend and promote energy conservation in existing and new housing.
 - Program 6.1, Program 6.2

Goal H: When opportunity sites are developed, they require provision of public benefits with values proportional to the project's building square footage, in excess of established development standards.

- Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.
- Policy 6: Recommend and promote energy conservation in existing and new housing.
 - Program 3.3, Program 3.4, Program 6.1

AFFH

Assembly Bill 686 (AB 686), passed in 2018, created new requirements for jurisdictions to affirmatively further fair housing as part of the Housing Element Update process. These requirements found in Government Code Section 8899.50 are intended to address racial inequalities seen today throughout the Bay Area which developed through historical policies and practices enacted at federal, state, regional, and local levels and across the public and private sectors. Though many of these explicit forms of historical discrimination have been outlawed, the results of these systems have left a lasting imprint on both the Bay Area region and Colma. Racially explicit practices (e.g., racial covenants) which excluded persons of color from predominately white neighborhoods have been replaced with race-neutral land use policies that continue to exclude these same groups. Furthermore, rapidly increasing housing costs have deepened racial and economic disparity and segregation, displacing many low income and people of color to the peripheries of the region or out of the Bay Area all together.

Accordingly, the Town must incorporate fair housing considerations into its 6th Cycle Housing Element Update to increase housing opportunities in high resource neighborhoods and bring additional resources to traditionally under-resourced neighborhoods. The following Section summarizes the components of the required AFFH component of Colma's Housing Element Update.

Targeted Community Outreach

The Town of Colma must demonstrate "meaningful, frequent, and ongoing community participation, consultation, and coordination" as part of the 6th Cycle Housing Element Update Process. This is intended to ensure that input has been received from groups historically and

presently most impacted by fair housing issues and that local knowledge is incorporated into Housing Elements. Accordingly, Colma's targeted community outreach efforts included:

- To promote the survey and outreach events, a flyer was created and sent to residents. This flyer included information for outreach events, the first City Council public hearing for the Housing Element, and a link with a QR code to the survey. Written on the flyer, in English, traditional Chinese, Spanish, and Tagalog were translation services available to those who require language assistance.
- Staff participated in a several events to help promote the Housing Element Update and engage with the community. A barbeque event at Veterans Village where staff was able to meet and discuss housing needs with lower income individuals, some that are disabled, and over the age of 65. The Eggstravaganza Easter event children were asked to dream about what their future home in Colma would look like. At this event this also provided the opportunity for their parent(s) or guardians to provide their feedback on their ideal vision of Colma's future housing needs. During the senior luncheon, staff had the opportunity to engage with this demographic and understand their needs and how their housing needs have changed. The "Coffee with a planner" event provided the public to sit down with staff and have a free-flowing discussion about housing. The Earth Day event with the recreation department, this also provided another opportunity for children, parents, guardians, and families to engage in the Housing Element Update process.

Assessment of Fair Housing

Colma must also describe and analyze the unique housing circumstances of the Town. This analysis is referred to as an Assessment of Fair Housing (AFH) and analyzes circumstances within the Town pertaining to Fair Housing issues including:

Fair Housing Outreach Capacity and Enforcement

Colma's AFH includes information regarding the Town's Fair Housing Outreach Capacity and Enforcement methods which includes information on the Town's website for residents and other community members. Fair housing issues are usually referred to the appropriate agencies, usually the County of San Mateo Housing Authority would be the first point of contact along with Project Sentinel a non-profit that assists individuals that have faced housing discrimination. The Town currently enforces fair housing laws through the policies and code for compliance with State Law. If fair housing issues are reported by residents or potential residents, the Planning Department and Code Enforcement cooperatively work together to remediate the complaint.

- No fair housing complaints were filed in the Town of Colma from 2017 to 2021.
- Limits on Growth Controls Law (Gov Code Section 65589.5) The Town does not have any growth control measures and has not rejected any proposals for housing projects that met objective planning and zoning criteria in the current cycle.

Segregation And Integration Patterns

Colma's AFH also analyzes segregation and integration patterns within the jurisdiction as well as regionally. Segregation and integration patterns are analyzed by evaluating the concentration (or lack thereof) of protected groups within the community, relative to their distribution across a larger geography. This is shown in Figure 3 (Attachment G), Map of Neighborhood Segregation.

- Colma is entirely contained within a single census tract—the standard geographic measure for “neighborhoods” in U.S. Census data products. As such, the Town does not contain any racial/ethnic concentrations, poverty concentrations, or concentrations of housing problems.
- The composite opportunity score for Colma shows the town to be a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the town as “moderately vulnerable” to a disaster (based on four themes: socioeconomic status, household composition, race or ethnicity, and housing and transportation).

Compared to the Bay Area, Colma has a lower share of white residents, a higher share of Latinx residents, a lower share of Black residents, and a higher share of Asian/Pacific Islander residents. This is shown in Figure 4 (Attachment G), Population by Racial Group, Colma, and the Region

Using the Racial dot map in Figure 5, (Attachment G), the visual provides how multiple racial groups are distributed within a specific geography. In Colma, the distribution patterns show that segregation is lower in Town because there are no patterns or clusters that support certain a concentration of one racial group over another.

Racially and/or Ethnically Concentrated Areas of Poverty (R/ECAPS)

Colma's AFH includes an analysis of Racially and or Ethnically Concentrated Areas of Poverty (R/ECAPS) which are areas in the Town defined by HUD as (1) having a non-White population of 50 percent or more, and (2) Having extreme levels of poverty, meaning either: (a) At least 40 percent of the population lives at or below the federal poverty line, or (b) The poverty rate is three times the average census tract level poverty rate in the region, whichever is less.

In 2010 three Census tracts qualify as R/ECAPs (19.4% poverty rate) in the County, and 11 are eligible as edge R/ECAPs (13% poverty rate). None of the R/ECAPs were in the Town of Colma in 2010. In 2019 two Census tracts qualify as R/ECAPs (19.1% poverty rate) in the County, and 14 are eligible as edge R/ECAPs (12.8% poverty rate). None of the R/ECAPs were in the Town of Colma in 2019. Looking at the surrounding R/ECAPs in Daly City over the past decade, it appears that the census tracts that were identified in 2010 were no longer considered R/ECAPs in 2019. While Daly City and South San Francisco are bordering jurisdictions to Colma, the identified R/ECAPs do not affect the Town.

Disparities In Access to Opportunity

Colma's AFH also evaluates disparities in access to opportunity within the Town which are areas that have substantial differences in access to education, transportation, economic, and environmental outcomes than other areas as identified by the California Tax Credit Allocation Committee (TCAC).

Colma scores between 0.25 and 0.5—opportunity scores are presented on a scale from zero to one. The higher the number, the more positive the outcomes (Figure 6, Attachment G). In the northern part of San Mateo County, almost all Census tracts east of Highway 280, including Colma, have lower education scores (Less than 0.25 and between 0.25 and .5) compared to those Census tracts west of Highway 280. Lower education scores in these areas could be related to language barriers where Jefferson Union has a higher share of English learners (36% compared to 20% countywide) and a concentration of lower income households where students qualify for reduced lunch (44% compared to 29% countywide) compared to the countywide proportion.

Disproportionate Housing Needs (For Low-Income Households and Protected Classes)

Colma's AFH also evaluates disproportionate housing needs among low-income households and protected classes within the Town. Disproportionate housing needs are evident when members of a protected group disproportionately experience a housing need in comparison to other groups or the total population. Disproportionate housing needs typically refer to the risk of displacement, over-crowding, or cost-burdened, among others.

Racial and ethnic minority populations are disproportionately impacted by poverty, low household incomes, overcrowding, and homelessness, compared to the non-Hispanic White population in the Town of Colma. Additionally, racial and ethnic minorities are more likely to be denied a home mortgage loan.

- Aside from Asian/API residents, racial and ethnic minority populations generally have higher poverty rates. Black or African American incomes are the lowest of any racial or ethnic minority population in the Town of Colma.
- Racial and ethnic minorities are more likely than non-Hispanic White households to experience overcrowding. Low and moderate-income households are also more likely to be overcrowded.
- Hispanic and Asian/API households have the highest denial rates for mortgage loan applications in 2018 and 2019.

Sites Inventory

State Law requires Colma to evaluate whether Housing Sites identified as suitable for accommodation of the Town's RHNA requirements are identified relative to the full scope of the assessment of fair housing (e.g., segregation and integration, racially and ethnically concentrated areas of poverty and affluence, access to opportunity, etc.). A summary of how Housing Sites were identified consistent with AFFH requirements is included below:

- **Improved Conditions:** An analysis of the sites identified discussed how each site can affirmatively further fair housing. This analysis consists of the distribution of various income units, proximity to or concentration of poverty, educational outcomes, social vulnerability, job proximity, access to transportation, environmental scores, and flood hazards. Since there are no concentrated areas of poverty or affluence in Colma, the site inventory will not negatively affect this area of AFFH. The analysis can be found in Attachment E, called “Appendix B, Colma Fair Housing Assessment”.
- **Exacerbated Conditions:** Since Colma does not have an existing pattern of segregation, the site inventory should not pose a significant impact. While Veterans Village primarily consists of lower income households, in this cycle, there are no sites that have been identified in the immediate area. On the sites that have been projected to include lower income household units, moderate- and above moderate-income units are also included.
- **Isolation of the RHNA:** The sites inventory distributes income units to various parts of the Town and integrates them with various income types. Residents in these sites should have access to the same or improved access to resources as the current residents.
- **Local Data and Knowledge:** The most recent significant residential development in Colma would be Veterans Village. This project helped meet the needs of many individuals covering many demographics. In the 2015-2023 Housing Element 5th cycle, a total of 75 units were built surpassing the Town’s RHNA allocation by 16. There are no current or future housing proposals at this time, however, staff has been in contact with several developers and they have expressed interest in the sites in the Inventory List.

Goals, Policies, and Actions

Figure 7 (Attachment G), AFFH Action Plan summarizes the policies and programs required by State Law to demonstrate Colma’s commitment to affirmatively further fair housing as part of the Housing Element Update Process. This table identifies the Town’s fair housing issues, contributing factors, objectives, meaningful actions, and a timeline.

Evaluation of Past Progress

Pursuant to State Law the following table summarizes the implementation status of Goals, Policies and Programs from the Colma’s 5th cycle Housing Element Update. A number of identified policies and programs from the 2015 Housing Element that will be carried over into the 2023 Housing Element. Some programs have been modified to strengthen the program, some consolidated into one program, and others eliminated.

Community Engagement

Consistent with State Law, the Town has conducted ongoing community outreach efforts throughout the 6th Cycle Housing Element Update process. These efforts, inclusive of City Council meetings held prior to today are summarized within the Housing Element Public Participation of the Housing Element Update and below.

Community Meetings & Study Sessions

Study Sessions

- April 27, 2022 – City Council
2023-2031 6th Cycle Housing Element Update, staff presented to City Council and the public an overview of the progress to date, public outreach efforts, and the preliminary map of potential new housing locations (Site Inventory).

Public Meetings

- June 8, 2022 – City Council
2023-2031 6th Cycle Draft Housing Element, staff presented to City Council and the public the first draft of the Housing Element, updated Site Inventory list, and appendices to be sent to HCD for their first 90-day review.

In addition to City Council study sessions and meetings, a comprehensive outreach plan was created that included several events both in-person and virtual, as well as utilizing traditional and social media.

To promote the survey and outreach events, a flyer was created and sent to residents (360 households). This flyer included information for outreach events, the first City Council public hearing for the Housing Element, and a link with a QR code to the Housing Element Update survey. This survey set out to assess current housing conditions, the community's priorities regarding future housing, and to gather information on housing constraints. It was available online using the Mentimeter app and paper copies were distributed at various outreach events in the month of April.

The Town launched its Housing Element Update website to provide an overview of the project, purpose for the update, key benefits for the update, an explanation RHNA, ways to participate in the update process, a housing element video, and links to the housing survey. The Town also utilized Facebook, Twitter, and Simplicity.

There were five in-person events in the month of April, where the goals were to promote the Housing Element Update, reach a wide range of individuals from varying demographics, and provide as many opportunities to engage with the public.

In early May 2022, staff participated in a presentation to a collection of housing advocates, the San Mateo County Equity Advisory Group. During this presentation, the Town's Goals, Policies, Programs, and Objectives were discussed and their feedback was given. In September 2022, staff hosted a Housing Leadership Council staff member for a tour of the housing opportunity sites in Town and provided additional information for the Draft Housing Element.

Review Process

On June 16, 2022, the Town submitted the draft Housing Element to HCD for a mandatory 90-day review.

On August 9, 2022, HCD contacted the Town to schedule a meeting with staff to clarify several questions and concerns about the Draft Housing Element. The meeting was scheduled on August 17, 2022, and preliminary feedback was provided by HCD through email as a courtesy request. In response, staff revised the Draft Housing Element and included additional information and analysis. This revised draft was available to the public on August 26, 2022, for a 7-day review and comment period. The Town did not receive any comments during this most recent review period. This revised draft was sent to HCD on September 2, 2022 as part of the initial 90-day review.

On September 14, 2022, the Town received HCD's findings regarding the Element's compliance with state law. Attached to the resolution for the adoption of the Housing Element are Attachment B and C, demonstrating how the proposed Housing Element conforms with State law. Attachment B shows that the Housing Element conforms with each provision contained in the housing element statutes. Attachment C contains a response to each of HCD's findings.

The following section outlines HCD's required changes, including information on the City's response. Please refer to Attachment H for a copy of HCD's first 90-day review letter for the Town, dated September 14, 2022.

Required Findings

1. The proposed General Plan text will have acceptable effects on the general welfare of the community. Under the Introduction section of the 2040 General Plan, the Adoption and Amendment of the Plan on page I-9 states that, "Amendments must not be made capriciously but only when a change is in the best interest of the community at large and when public health, safety and welfare is not endangered."

The 2023-2031 Housing Element Update has been developed under careful consideration to serve the needs of current residents and future residents, and allow for more housing opportunities, without compromising the public health safety and welfare.

2. The proposed General Plan text and diagram amendments are consistent with the policies and intent of the General Plan. Under the Introduction section of the 2040 General Plan, the Adoption and Amendment of the Plan on page I-9 states that, "Because the requirement for internal consistency is never relaxed, particular care must be taken to ensure that amendments maintain consistency with text and diagrams in all Plan elements."

The 2023-2031 Housing Element Update has been developed under careful consideration to ensure that it is consistent with the policies and intent of the General Plan.

3. The proposed General Plan text and diagram amendments are in the public interest. City Council's Values-Based Code of Conduct guides decision making process. The General Plan is supported by these values. One of which is, "Honesty and Integrity: Decisions in the public's best interest, Open, honest and transparent communications".

The 2023-2031 Housing Element Update has been developed under the public's best interest, where open, honest, and transparent communication was exercised throughout the process.

HCD Findings Letter – Outstanding Comments

Pursuant to Government Code section 65585, subdivision (b), HCD reviewed the draft Housing Element and reported the results of its review.

Responses to each comment of Housing Element can be found in Attachment C. Changes requested by HCD were included in the revised Housing Element.

State Law - CA Government Code Title 7, Division 1, Chapter 3, Article 10.6 [65580 – 65589.11]

To be in substantial compliance with state law, a Housing Element must contain all of the elements mandated by state housing element law. (*See Fonseca v. City of Gilroy* (2007) 148 Cal.App.4th 1174, 1191-92.) Conformance of Housing Element with State Law Requirements, Attachment B demonstrates that Colma's Housing Element contains each of the elements mandated by State law.

Environmental Review

The Town has prepared the necessary environmental review, consistent with CEQA, for the Draft 2023–2031 Housing Element Update.

The Town finds that the Housing Element is exempt from CEQA under the common sense exemption at 15061(b)(3) as it can be seen with certainty that the implementation of the Housing Element will not have a significant effect on the environment. The 2023-2031 Housing Element Update involves policies, programs, and actions to meet the Town's RNHA allocation that either would not cause a significant effect on the environment or incorporates actions that have already been taken by the Town.

Further, the Environmental Impact Report for the 2040 General Plan has analyzed the growth projected by the Housing Element and no subsequent, supplemental, or addendum to the EIR is needed. Upon adoption, the 2023-2031 Housing Element will become part of the 2040 General Plan. A Final Environmental Impact Report (EIR) (SCH No. 2020069005) was certified by the Town in March 2022 and a Notice of Determination (NOD) was submitted to the State Clearinghouse (SCH) on March 23, 2022. The EIR considered and addressed growth and development opportunities and the 2023 Housing Element is consistent with the analysis and findings of the General Plan Update Final EIR. Additionally, the policies incorporated into the General Plan by the General Plan EIR include mitigation measures to avoid or mitigate environmental impacts on sites designated in the Housing Element.

COUNCIL ADOPTED VALUES

The recommendation is consistent with the Council's value of *vision* in considering the broader regional and statewide implications of the Town's decisions and issues.

CONCLUSION

Staff recommends that the City Council review the 2023 Housing Element and adopt a resolution adopting the Housing Element.

Alternatives Considered

The City Council could opt not to adopt the resolution adopting the 2023-2031 Housing Element. This is not recommended as the Town must comply with state law and the State has set January 31, 2023 as the deadline. If the Town does not adopt before the deadline, it would put the Town at risk of the State imposing penalties, or the Town may see a legal challenge from the State or other interest groups.

ATTACHMENTS

- A. Resolution 2023-XX Housing Element Adoption.
- B. Compliance with Statutory Provisions.
- C. Findings Responding to Letter from Department of Housing and Community Development dated 9/14/22
- D. 2023 – 2031 Housing Element
- E. Colma Fair Housing Assessment
- F. Notice of Exemption, 2023-2031 Housing Element Update
- G. Figures and Maps
- H. HCD 90-Day First Review Letter dated 9/14/22
- I. Santa Monica Article about Builder's Remedy
- J. HEU Edits
- K. Additional Resources from 21 Elements, Root Policy, Housing Element Survey Results, Children's Outreach Activity, and Public Comment Letter



**RESOLUTION NO. 2023-___
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION ADOPTING A GENERAL PLAN AMENDMENT TO REPEAL THE 2015-2022
HOUSING ELEMENT AND ADOPT THE 2023-2031 HOUSING ELEMENT IN
COMPLIANCE WITH STATE HOUSING ELEMENT LAW PURSUANT TO A PREVIOUSLY
CERTIFIED ENVIRONMENTAL IMPACT REPORT AND PURSUANT TO CEQA
GUIDELINE 15061(B)(3)**

The City Council of the Town of Colma does resolve as follows:

1. Background

(a) Government Code Section 65580 of the State Planning and Zoning Law requires every jurisdiction to adopt a Housing Element.

(b) In accordance with Section 65583 of the California Government Code, "Housing Element Content," the Town of Colma has prepared a General Plan Housing Element Update, which provides detailed background information, an assessment of housing needs, an analysis of adequate sites, resources, and constraints for residential development, an analysis of special needs housing, an analysis of housing for the homeless, and the description of the goals and policies for the creation of new residential development and the preservation of existing housing stock.

(c) In accordance with Section 65583(C)(10)(a) of the California Government Code, the Town of Colma has included an assessment for Affirmatively Furthering Fair Housing (AFFH) which includes: a summary of fair housing issues; an analysis of local data and knowledge to identify integration and segregation patterns and trends; identification of racially or ethnically concentrated areas of poverty and affluence; disparities in access to opportunity; disproportionate housing needs including displacement risk, and assessment of local and regional historical contributing factors and current policies and practices; an identification of the Town's fair housing priorities and goals, and strategies and actions to implement those priorities and goals.

(d) The California State Department of Housing and Community Development (HCD) prepared its estimate of population growth affecting the San Francisco Bay Area, and in 2021 the Association of Bay Area Governments (ABAG) assigned a Regional Housing Need Number of 202 Units comprised of 44 very-low income units, 25 low-income units, 37 moderate-income units, and 96 above moderate-income units to the Town of Colma for the period 2023-2031.

(e) To comply with State Housing Element Law, the Town of Colma has prepared Housing Element 2023-2031 (the Housing Element) in compliance with State Housing Element Law and has identified sites that can accommodate housing units meeting the City's RHNA.

(f) On April 27, 2022, a study session for the 2023-2031 Draft Housing Element ("2023 Draft Housing Element") was held at a City Council Public Hearing.

(g) Consistent with the requirements of Government Code 65585, the 2023 Draft Housing Element for the Town of Colma was published on April 29, 2022, for a 30-day public review

period that closed on May 28, 2022, and the Town considered public comments after the close of the comment period. On April 29, 2022, the Town posted a copy of the 2023 Draft Housing Element for public review on the Town's website.

(h) On April 29, 2022, Town staff notified stakeholders through email of the 2023 Draft Housing Element notifying that the document was available on the Town's website.

(i) On June 8, 2022, the City Council considered the 2023 Draft Housing Element at a Public Hearing.

(j) On June 8, 2022 and prior to the Council public hearing, staff uncovered a public comment email that was originally sent on May 27, 2022, which was filtered by the Town's server as a suspicious email.

(k) On June 17, 2022, the 2023 Draft Housing Element was submitted to the California Department of Housing and Community Development (HCD) for an initial compliance review (of up to 90 days period) as required by state law.

(l) On August 17, 2022, Town staff participated in an hour-long phone call where preliminary feedback was provided by HCD on the 2023 Draft Housing Element.

(m) On August 26, 2022, a revised 2023 Draft Housing Element was prepared in response to the comments provided by HCD during the preliminary feedback and was made available to the public for a 7-day comment period.

(n) No public comments were received as a result of the email notice or posting on the Town's website.

(o) On September 2, 2022, a revised 2023 Draft Housing Element was sent to HCD as part of the initial compliance review.

(p) On September 14, 2022, HCD issued a letter finding that the 2023 Draft Housing Element addresses many statutory requirements, but revisions will be necessary to comply with State Housing Element Law.

(q) On November 4, 2022, the Town prepared the necessary environmental review, consistent with CEQA, for the Draft 2023-2031 Housing Element Update. In this review, the Housing Element is exempt from CEQA under the common sense exemption at 15061(b)(3) as it can be seen with certainty that the implementation of the Housing Element will not have a significant effect on the environment. Additionally, the Environmental Impact Report for the 2040 General Plan has analyzed the growth projected by the Housing Element, and no subsequent, supplemental, or addendum is needed.

(r) On December 30, 2022, a Notice of Public Hearing to consider the adoption of the January 2023 Housing Element was posted on the Town's three official bulletin boards.

(s) On January 3, 2023, the 2023 Housing Element was updated to include modifications recommended by HCD and was made available for public review on the Town's website.

(t) As required Government Code Section 65352, emails to neighboring cities, special districts, local agencies, school districts, the Local Agency Formation Commission (LAFCO), the Association of Bay Area Governments (ABAG), the Bay Area Air Quality Management District (BAAQMD), public utility companies and additional agencies and housing organizations were sent for comment and review.

(u) On January 25, 2023, the City Council considered the 2023 Housing Element at a Public Hearing.

2. Findings

The City Council finds that:

(a) The facts stated in the foregoing recitals are true and correct;

(b) The Town of Colma provided opportunities for public input as well as for public agency and public notification in the preparation and adoption of the General Plan Housing Element Update, as set forth in paragraphs 1(d) through 1(w), above;

(c) Pursuant to Government Code 65358 the adoption of 2023-2031 Housing Element Update, amending the 2040 General Plan, is in the public interest as it has been developed under careful consideration to serve the needs of current residents and future residents, and allow for more housing opportunities, without compromising the public health safety and welfare of the community. Further, the 2023-2031 Housing Element is consistent with the 2040 General Plan.;

(d) The Town of Colma followed all required procedures under State Planning and Zoning Law, Cal. Gov. Code 65350, *et seq.* before adopting the General Plan Housing Element Update, as set forth in paragraphs 1(g) through 1(w), above;

(e) The Housing Element substantially complies with Housing Element Law, as provided in Government Code 65580 *et seq.*, and contains all provisions required by State Housing Element Law, as shown in Attachment A to this resolution, incorporated herein;

(f) Based on substantial evidence in the record existing use and market demand, the existing uses on non-vacant sites identified in the site inventory to accommodate the RHNA are likely to be discontinued during the planning period and therefore do not constitute an impediment to planned residential development on the site during the planning period;

(g) As required by Government Code Section 65585(e), the City Council has considered the findings made by the Department of Housing and Community Development included in the Department's letter to the Town of Colma dated September 14, 2022, consistent with Government Code Section 65585(f), and as described in **Attachment B**, incorporated herein, the City Council has changed the Housing Element in response to the findings of the Department to substantially comply with the requirements of State Housing Element Law as interpreted by HCD.

3. Orders

NOW THEREFORE BE IT ORDERED AS FOLLOWS:

(a) The City Council hereby adopts the 2023-2031 Housing Element and authorizes the City Manager to file all necessary material with the Department of Housing and Community Development for the Department to find that the Housing Element is in conformance with State Housing Element Law and is further directed and authorized to make all non-substantive changes to the Housing Element to make it internally consistent or to address any non-substantive changes or amendments requested by the Department to achieve certification.

(b) The City Council hereby repeals the 2015 Housing Element adopted by Resolution 2015-04.

(c) Effective upon a certificate from the Department of Housing and Community Development that the City Council adopted version of the 2023 General Plan Housing Element is in substantial compliance with the law, then the Colma Administrative Code shall be amended by replacing the existing subchapter 5.05, "Housing Element," with the "2023 Housing Element" adopted by this Resolution, and the City Clerk shall post on the Town's website the revised Colma Administrative Code.

(d) This resolution shall become effective upon adoption.

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Certification of Adoption

I certify that the foregoing Resolution No. 2023-__ was duly adopted at a regular meeting of the City Council of the Town of Colma held on January 25, 2023, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fiscaro					
<i>Voting Tally</i>					

Dated _____

Joanne F. del Rosario, Mayor

Attest: _____
Caitlin Corley, City Clerk



Table: Required Findings of Substantial Compliance with State HE Law

N/A: Not applicable

Does not apply to HE Contents

Sec. 65583. *the housing element shall consist of an identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, financial resources, and scheduled programs for the preservation, improvement, and development of housing. The housing element shall identify adequate sites for housing, including rental housing, factory-built housing, mobilehomes, and emergency shelters, and shall make adequate provision for the existing and projected needs of all economic segments of the community. The element shall contain all of the following:*

Number	Gov. Code Section (Reference)		General HE Topic	Town of Colma	
				Location in HE	Subs. Compliance?
1	65583(a)	An assessment of housing needs and an inventory of resources and constraints relevant to the meeting of these needs. The assessment and inventory shall include all of the following:	Quantification and Analysis of Need	H31-H45	Y
2	65583(a)(1)	An analysis of population and employment trends and documentation of projections and a quantification of the locality's existing and projected housing needs for all income levels, including extremely low income households, as defined in subdivision (b) of Section 50105 and Section 50106 of the Health and Safety Code. These existing and projected needs shall include the locality's share of the regional housing need in accordance with Section 65584. Local agencies shall calculate the subset of very low income households allotted under Section 65584 that qualify as extremely low income households. The local agency may either use available census data to calculate the percentage of very low income households that qualify as extremely low income households or presume that 50 percent of the very low income households qualify as extremely low income households. The number of extremely low income households and very low income households shall equal the jurisdiction's allocation of very low income households pursuant to Section 65584.	Quantification and Analysis of Need	H31-H45	Y
3	65583(a)(2)	An analysis and documentation of household characteristics, including level of payment compared to ability to pay, housing characteristics, including overcrowding, and housing stock condition.	Quantification and Analysis of Need	H-19H30, H31-H45	Y
4	65583(a)(3)	An inventory of land suitable and available for residential development, including vacant sites and sites having realistic and demonstrated potential for redevelopment during the planning period to meet the locality's housing need for a designated income level, and an analysis of the relationship of zoning and public facilities and services to these sites, and an analysis of the relationship of the sites identified in the land inventory to the jurisdiction's duty to affirmatively further fair housing.	Quantification and Analysis of Need	H50-H73, H116	Y
5	65583(a)(4)(A)	The identification of a zone or zones where emergency shelters are allowed as a permitted use without a conditional use or other discretionary permit. The identified zone or zones shall include sufficient capacity to accommodate the need for emergency shelter identified in paragraph (7), except that each local government shall identify a zone or zones that can accommodate at least one year-round emergency shelter. If the local government cannot identify a zone or zones with sufficient capacity, the local government shall include a program to amend its zoning ordinance to meet the requirements of this paragraph within one year of the adoption of the housing element. The local government may identify additional zones where emergency shelters are permitted with a conditional use permit. The local government shall also demonstrate that existing or proposed permit processing, development, and management standards are objective and encourage and facilitate the development of, or conversion to, emergency shelters. Emergency shelters may only be subject to those development and management standards that apply to residential or commercial development within the same zone except that a local government may apply written, objective standards that include all of the following:	Zoning for a Variety of Housing Types	H40-H46, H74, H104-H105, H107-108, H-126	Y
6	65583(a)(4)(B)	Emergency shelters shall only be subject to the following written, objective standards: (i) The maximum number of beds or persons permitted to be served nightly by the facility; (ii) Sufficient parking 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; (iii) The size and location of exterior and interior onsite waiting and client intake areas; (iv) The provision of onsite management; (v) The proximity to other emergency shelters, provided that emergency shelters are not required to be more than 300 feet apart; (vi) The length of stay; (vii) Lighting; and (viii) Security during hours that the emergency shelter is in operation.	Housing Element Program Evaluation (2015-2023)	H-126	Y

7	65583(a)(4)(A)(i)	The maximum number of beds or persons permitted to be served nightly by the facility.	Zoning for a Variety of Housing Types	H-112	Y
8	65583(a)(4)(A)(ii)	Sufficient parking 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.	Zoning for a Variety of Housing Types	N/A	N/A
9	65583(a)(4)(A)(iii)	The size and location of exterior and interior onsite waiting and client intake areas.	Zoning for a Variety of Housing Types	N/A	N/A
10	65583(a)(4)(A)(iv)	The provision of onsite management.	Zoning for a Variety of Housing Types	N/A	N/A
11	65583(a)(4)(A)(v)	The proximity to other emergency shelters, provided that emergency shelters are not required to be more than 300 feet apart.	Zoning for a Variety of Housing Types	N/A	N/A
12	65583(a)(4)(A)(vi)	The length of stay.	Zoning for a Variety of Housing Types	N/A	N/A
13	65583(a)(4)(A)(vii)	Lighting.	Zoning for a Variety of Housing Types	N/A	N/A
14	65583(a)(4)(A)(viii)	Security during hours that the emergency shelter is in operation.	Zoning for a Variety of Housing Types	N/A	N/A
15	65583(a)(4)(B)	The permit processing, development, and management standards applied under this paragraph shall not be deemed to be discretionary acts within the meaning of the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code).		N/A	N/A
16	65583(a)(4)(C)	A local government that can demonstrate to the satisfaction of the department the existence of one or more emergency shelters either within its jurisdiction or pursuant to a multijurisdictional agreement that can accommodate that jurisdiction's need for emergency shelter identified in paragraph (7) may comply with the zoning requirements of subparagraph (A) by identifying a zone or zones where new emergency shelters are allowed with a conditional use permit.	Zoning for a Variety of Housing Types	H43, H126	Y
17	65583(a)(4)(D)	A local government with an existing ordinance or ordinances that comply with this paragraph shall not be required to take additional action to identify zones for emergency shelters. The housing element must only describe how existing ordinances, policies, and standards are consistent with the requirements of this paragraph.	Zoning for a Variety of Housing Types	H43, H126	Y
18	65583(a)(4)(H)	The zoning designation(s) where emergency shelters are allowed, as described in subparagraph (A), shall include sites that meet at least one of the following standards: (i) vacant sites zoned for residential use; (ii) vacant sites zoned for nonresidential use that allow residential development, if the local government can demonstrate how the sites with this zoning designation that are being used to satisfy the requirements of paragraph (1) are located near amenities and services that serve people experiencing homelessness, which may include, health care, transportation, retail, employment, and social services, or that the local government will provide free transportation to services or offer services onsite; (iii) nonvacant sites zoned for residential use or for nonresidential use that allow residential development that are suitable for use as a shelter in the current planning period, or which can be redeveloped for use as a shelter in the current planning period. A nonvacant site with an existing use shall be presumed to impede emergency shelter development absent an analysis based on substantial evidence that the use is likely to be discontinued during the planning period. The analysis shall consider current market demand for the current uses, market conditions, and incentives or standards to encourage shelter development.	Zoning for a Variety of Housing Types	H43, H126	Y
19	65583(a)(4)(I)	The zoning designation or designations shall have sufficient sites meeting the requirements of subparagraph (H) to accommodate the need for shelters identified pursuant to paragraph (7). The number of people experiencing homelessness that can be accommodated on any site shall be demonstrated by dividing the square footage of the site by a minimum of 200 square feet per person, unless the locality can demonstrate that one or more shelters were developed on sites that have fewer square feet per person during the prior planning period or the locality provides similar evidence to the department demonstrating that the site can accommodate more people experiencing homelessness. Any standard applied pursuant to this subparagraph is intended only for calculating site capacity pursuant to this section, and shall not be constructed as establishing a development standard applicable to the siting, development, or approval of a shelter.	Zoning for a Variety of Housing Types	H43-H44	Y

20	65583(a)(4)(J)	Notwithstanding subparagraph (H), a local government may accommodate the need for emergency shelters identified pursuant to paragraph (7) on sites owned by the local government if it demonstrates with substantial evidence that the sites will be made available for emergency shelter during the planning period, they are suitable for residential use, and the sites are located near amenities and services that serve people experiencing homelessness, which may include health care, transportation, retail, employment, and social services, or that the local government will provide free transportation to services or offer services onsite.	Zoning for a Variety of Housing Types	H43-H44	Y
21	65583(a)(5)	An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the types of housing identified in paragraph (1) of subdivision (c), and for persons with disabilities as identified in the analysis pursuant to paragraph (7), including land use controls, building codes and their enforcement, site improvements, fees and other exactions required of developers, local processing and permit procedures, and any locally adopted ordinances that directly impact the cost and supply of residential development. The analysis shall also demonstrate local efforts to remove governmental constraints that hinder the locality from meeting its share of the regional housing need in accordance with Section 65584 and from meeting the need for housing for persons with disabilities, supportive housing, transitional housing, and emergency shelters identified pursuant to paragraph (7).	Actual and Potential Governmental Constraints	H4, H74-H76	Y
22	65583(a)(6)	An analysis of potential and actual nongovernmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the availability of financing, the price of land, the cost of construction, the requests to develop housing at densities below those anticipated in the analysis required by subdivision (c) of Section 65583.2, and the length of time between receiving approval for a housing development and submittal of an application for building permits for that housing development that hinder the construction of a locality's share of the regional housing need in accordance with Section 65584. The analysis shall also demonstrate local efforts to remove nongovernmental constraints that create a gap between the locality's planning for the development of housing for all income levels and the construction of that housing.	Potential and Actual Nongovernmental Constraints	H4, H65-H73	Y
23	65583(a)(7)	An analysis of any special housing needs, such as those of the elderly; persons with disabilities, including a developmental disability, as defined in Section 4512 of the Welfare and Institutions Code; large families; farmworkers; families with female heads of households; and families and persons in need of emergency shelter. The need for emergency shelter shall be assessed based on the capacity necessary to accommodate the most recent homeless point-in-time count conducted before the start of the planning period, the need for emergency shelter based on number of beds available on a year-round and seasonal basis, the number of shelter beds that go unused on an average monthly basis within a one-year period, and the percentage of those in emergency shelters that move to permanent housing solutions. The need for emergency shelter may be reduced by the number of supportive housing units that are identified in an adopted 10-year plan to end chronic homelessness and that are either vacant or for which funding has been identified to allow construction during the planning period. An analysis of special housing needs by a city or county may include an analysis of the need for frequent user coordinated care housing services.	Housing Needs for Special Needs Populations	H32-H45, H-117	Y
24	65583(a)(8)	An analysis of opportunities for energy conservation with respect to residential development. Cities and counties are encouraged to include weatherization and energy efficiency improvements as part of publicly subsidized housing rehabilitation projects. This may include energy efficiency measures that encompass the building envelope, its heating and cooling systems, and its electrical system.	Miscellaneous	H8, H112-H113, H129-130	Y
25	65583(a)(9)	An analysis of existing assisted housing developments that are eligible to change from low-income housing uses during the next 10 years due to termination of subsidy contracts, mortgage prepayment, or expiration of restrictions on use. "Assisted housing developments," for the purpose of this section, shall mean multifamily rental housing that receives governmental assistance under federal programs listed in subdivision (a) of Section 65863.10, state and local multifamily revenue bond programs, local redevelopment programs, the federal Community Development Block Grant Program, or local in-lieu fees. "Assisted housing developments" shall also include multifamily rental units that were developed pursuant to a local inclusionary housing program or used to qualify for a density bonus pursuant to Section 65916.	Affordable Housing Units At-Risk of Conversion	N/A, There are no housing developments at risk in the next 10 years. H-30 provides additional analysis	N/A

26	65583(a)(9)(A)	The analysis shall include a listing of each development by project name and address, the type of governmental assistance received, the earliest possible date of change from low-income use, and the total number of elderly and nonelderly units that could be lost from the locality's low-income housing stock in each year during the 10-year period. For purposes of state and federally funded projects, the analysis required by this subparagraph need only contain information available on a statewide basis.	Affordable Housing Units At-Risk of Conversion	N/A, There are no housing developments at risk in the next 10 years. H-30 provides additional analysis	N/A
27	65583(a)(9)(B)	The analysis shall estimate the total cost of producing new rental housing that is comparable in size and rent levels, to replace the units that could change from low-income use, and an estimated cost of preserving the assisted housing developments. This cost analysis for replacement housing may be done aggregately for each five-year period and does not have to contain a project-by-project cost estimate.	Affordable Housing Units At-Risk of Conversion	N/A, There are no housing developments at risk in the next 10 years. H-30 provides additional analysis	N/A
28	65583(a)(9)(C)	The analysis shall identify public and private nonprofit corporations known to the local government that have legal and managerial capacity to acquire and manage these housing developments.	Affordable Housing Units At-Risk of Conversion	N/A, There are no housing developments at risk in the next 10 years. H-30 provides additional analysis	N/A
29	65583(a)(9)(D)	The analysis shall identify and consider the use of all federal, state, and local financing and subsidy programs that can be used to preserve, for lower income households, the assisted housing developments, identified in this paragraph, including, but not limited to, federal Community Development Block Grant Program funds, tax increment funds received by a redevelopment agency of the community, and administrative fees received by a housing authority operating within the community. In considering the use of these financing and subsidy programs, the analysis shall identify the amounts of funds under each available program that have not been legally obligated for other purposes and that could be available for use in preserving assisted housing developments.	Affordable Housing Units At-Risk of Conversion	N/A, There are no housing developments at risk in the next 10 years. H-30 provides additional analysis	N/A
30	65583(b)(1)	A statement of the community's goals, quantified objectives, and policies relative to affirmatively furthering fair housing and to the maintenance, preservation, improvement, and development of housing.	Public Participation	H50, H55-H58, H95-H116	Y
31	65583(b)(2)	It is recognized that the total housing needs identified pursuant to subdivision (a) may exceed available resources and the community's ability to satisfy this need within the content of the general plan requirements outlined in Article 5 (commencing with Section 65300). Under these circumstances, the quantified objectives need not be identical to the total housing needs. The quantified objectives shall establish the maximum number of housing units by income category, including extremely low income, that can be constructed, rehabilitated, and conserved over a five-year time period.	Quantification and Analysis of Need	H59-H73, H-116	Y
32	65583(c)	A program that sets forth a schedule of actions during the planning period, each with a timeline for implementation, that may recognize that certain programs are ongoing, such that there will be beneficial impacts of the programs within the planning period, that the local government is undertaking or intends to undertake to implement the policies and achieve the goals and objectives of the housing element through the administration of land use and development controls, the provision of regulatory concessions and incentives, the utilization of appropriate federal and state financing and subsidy programs when available, and the utilization of moneys in a low- and moderate-income housing fund of an agency if the locality has established a redevelopment project area pursuant to the Community Redevelopment Law (Division 24 (commencing with Section 33000) of the Health and Safety Code). In order to make adequate provision for the housing needs of all economic segments of the community, the program shall do all of the following:	Schedule of Actions/Programs	H95-H116	Y
33	65583(c)(1)	Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory completed pursuant to paragraph (3) of subdivision (a) without rezoning, and to comply with the requirements of Section 65584.09. Sites shall be identified as needed to affirmatively further fair housing and to facilitate and encourage the development of a variety of types of housing for all income levels, including multifamily rental housing, factory-built housing, mobilehomes, housing for agricultural employees, supportive housing, single-room occupancy units, emergency shelters, and transitional housing.	Schedule of Actions/Programs	H31-H32, H50-73, H95-H116	Y

34	65583(c)(1)(A)	Where the inventory of sites, pursuant to paragraph (3) of subdivision (a), does not identify adequate sites to accommodate the need for groups of all household income levels pursuant to Section 65584, rezoning of those sites, including adoption of minimum density and development standards, for jurisdictions with an eight-year housing element planning period pursuant to Section 65588, shall be completed no later than three years after either the date the housing element is adopted pursuant to subdivision (f) of Section 65585 or the date that is 90 days after receipt of comments from the department pursuant to subdivision (b) of Section 65585, whichever is earlier, unless the deadline is extended pursuant to subdivision (f). Notwithstanding the foregoing, for a local government that fails to adopt a housing element that the department has found to be in substantial compliance with this article within 120 days of the statutory deadline in Section 65588 for adoption of the housing element, rezoning of those sites, including adoption of minimum density and development standards, shall be completed no later than one year from the statutory deadline in Section 65588 for adoption of the housing element.	Schedule of Actions/Programs	N/A	N/A
35	65583(c)(1)(B)	Where the inventory of sites, pursuant to paragraph (3) of subdivision (a), does not identify adequate sites to accommodate the need for groups of all household income levels pursuant to Section 65584, the program shall identify sites that can be developed for housing within the planning period pursuant to subdivision (h) of Section 65583.2. The identification of sites shall include all components specified in Section 65583.2.	Schedule of Actions/Programs	N/A	N/A
36	65583(c)(1)(C)	Where the inventory of sites pursuant to paragraph (3) of subdivision (a) does not identify adequate sites to accommodate the need for farmworker housing, the program shall provide for sufficient sites to meet the need with zoning that permits farmworker housing use by right, including density and development standards that could accommodate and facilitate the feasibility of the development of farmworker housing for low- and very low income households.	Schedule of Actions/Programs	N/A	N/A
37	65583(c)(2)	Assist in the development of adequate housing to meet the needs of extremely low, very low, low-, and moderate-income households.	Schedule of Actions/Programs	H95-H116	Y
38	65583(c)(3)	Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities. The program shall remove constraints to, and provide reasonable accommodations for housing designed for, intended for occupancy by, or with supportive services for, persons with disabilities. Transitional housing and supportive housing shall be considered a residential use of property and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone. Supportive housing, as defined in Section 65650, shall be a use by right in all zones where multifamily and mixed uses are permitted, as provided in Article 11 (commencing with Section 65650).	Schedule of Actions/Programs	H95-H116	Y
39	65583(c)(4)	Conserve and improve the condition of the existing affordable housing stock, which may include addressing ways to mitigate the loss of dwelling units demolished by public or private action.	Schedule of Actions/Programs	H92-H94, H113-H115, H130-H133	Y
40	65583(c)(5)	Promote and affirmatively further fair housing opportunities and promote housing throughout the community or communities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability, and other characteristics protected by the California Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3 of Title 2), Section 65008, and any other state and federal fair housing and planning law.	Schedule of Actions/Programs	H50-H58, H95-H116	Y
41	65583(c)(6)	Preserve for lower income households the assisted housing developments identified pursuant to paragraph (g) of subdivision (a). The program for preservation of the assisted housing developments shall utilize, to the extent necessary, all available federal, state, and local financing and subsidy programs identified in paragraph (g) of subdivision (a), except where a community has other urgent needs for which alternative funding sources are not available. The program may include strategies that involve local regulation and technical assistance.	Schedule of Actions/Programs	H95-H97, H106-H112	Y
42	65583(c)(7)	Develop a plan that incentivizes and promotes the creation of accessory dwelling units that can be offered at affordable rent, as defined in Section 50053 of the Health and Safety Code, for very low, low-, or moderate-income households. For purposes of this paragraph, "accessory dwelling units" has the same meaning as "accessory dwelling unit" as defined in paragraph (4) of subdivision (i) of Section 65852.2.	Schedule of Actions/Programs	H57-H58, H-74, H95-H97, H99-H100	Y
43	65583(c)(8)	Include an identification of the agencies and officials responsible for the implementation of the various actions and the means by which consistency will be achieved with other general plan elements and community goals.	Schedule of Actions/Programs	H7-H8, H74-H85, H95-H116	Y
44	65583(c)(9)	Include a diligent effort by the local government to achieve public participation of all economic segments of the community in the development of the housing element, and the program shall describe this effort.	Public Participation	H46-H49	Y
45	65583(c)(10)(A)	Affirmatively further fair housing in accordance with Chapter 15 (commencing with Section 8899.50) of Division 1 of Title 2. The program shall include an assessment of fair housing in the jurisdiction that shall include all of the following components:	Affirmatively Further Fair Housing	H50-H58, H95-H116	Y
46	65583(c)(10)(A)(i)	A summary of fair housing issues in the jurisdiction and an assessment of the jurisdiction's fair housing enforcement and fair housing outreach capacity.	Affirmatively Further Fair Housing	H50-H54, Appendix B pg 7-15	Y

47	65583(c)(10)(A)(ii)	An analysis of available federal, state, and local data and knowledge to identify integration and segregation patterns and trends, racially or ethnically concentrated areas of poverty and affluence, disparities in access to opportunity, and disproportionate housing needs, including displacement risk. The analysis shall identify and examine such patterns, trends, areas, disparities, and needs, both within the jurisdiction and comparing the jurisdiction to the region in which it is located, based on race and other characteristics protected by the California Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3 of Title 2) and Section 65008.	Affirmatively Further Fair Housing	H50-H54, Appendix B pg 15-33	Y
48	65583(c)(10)(A)(iii)	An assessment of the contributing factors, including the local and regional historical origins and current policies and practices, for the fair housing issues identified under clauses (i) and (ii).	Affirmatively Further Fair Housing	H50-H54, Appendix B pg. 8-9	Y
49	65583(c)(10)(A)(iv)	An identification of the jurisdiction's fair housing priorities and goals, giving highest priority to those factors identified in clause (iii) that limit or deny fair housing choice or access to opportunity, or negatively impact fair housing or civil rights compliance, and identifying the metrics and milestones for determining what fair housing results will be achieved.	Affirmatively Further Fair Housing	H55-H58	Y
50	65583(c)(10)(A)(v)	Strategies and actions to implement those priorities and goals, which may include, but are not limited to, enhancing mobility strategies and encouraging development of new affordable housing in areas of opportunity, as well as place-based strategies to encourage community revitalization, including preservation of existing affordable housing, and protecting existing residents from displacement.	Affirmatively Further Fair Housing	H55-H58, H95-H116	Y
51	65583(c)(10)(B)	A jurisdiction that completes or revises an assessment of fair housing pursuant to Subpart A (commencing with Section 5.150) of Part 5 of Subtitle A of Title 24 of the Code of Federal Regulations, as published in Volume 80 of the Federal Register, Number 136, page 42272, dated July 16, 2015, or an analysis of impediments to fair housing choice in accordance with the requirements of Section 91.225 of Title 24 of the Code of Federal Regulations in effect before August 17, 2015, may incorporate relevant portions of that assessment or revised assessment of fair housing or analysis or revised analysis of impediments to fair housing into its housing element.	Affirmatively Further Fair Housing	N/A	N/A
52	65583(c)(10)(C)	The requirements of this paragraph shall apply to housing elements due to be revised pursuant to Section 65588 on or after January 1, 2021.	Affirmatively Further Fair Housing	N/A	N/A
53	65583(d)(1)	A local government may satisfy all or part of its requirement to identify a zone or zones suitable for the development of emergency shelters pursuant to paragraph (4) of subdivision (a) by adopting and implementing a multijurisdictional agreement, with a maximum of two other adjacent communities, that requires the participating jurisdictions to develop at least one year-round emergency shelter within two years of the beginning of the planning period.	Zoning for a Variety of Housing Types	N/A	N/A
54	65583(d)(2)	The agreement shall allocate a portion of the new shelter capacity to each jurisdiction as credit toward its emergency shelter need, and each jurisdiction shall describe how the capacity was allocated as part of its housing element.	Zoning for a Variety of Housing Types	N/A	N/A
55	65583(d)(3)	Each member jurisdiction of a multijurisdictional agreement shall describe in its housing element all of the following:		N/A	N/A
56	65583(d)(3)(A)	How the joint facility will meet the jurisdiction's emergency shelter need.	Zoning for a Variety of Housing Types	N/A	N/A
57	65583(d)(3)(B)	The jurisdiction's contribution to the facility for both the development and ongoing operation and management of the facility.	Zoning for a Variety of Housing Types	N/A	N/A
58	65583(d)(3)(C)	The amount and source of the funding that the jurisdiction contributes to the facility.	Zoning for a Variety of Housing Types	N/A	N/A
59	65583(d)(4)	The aggregate capacity claimed by the participating jurisdictions in their housing elements shall not exceed the actual capacity of the shelter.	Zoning for a Variety of Housing Types	N/A	N/A
60	65583(e)	Except as otherwise provided in this article, amendments to this article that alter the required content of a housing element shall apply to both of the following:		Does not apply to Town of Colma HE Contents	Does not apply to HE Contents
61	65583(e)(1)	A housing element or housing element amendment prepared pursuant to subdivision (e) of Section 65588 or Section 65584.02, when a city, county, or city and county submits a draft to the department for review pursuant to Section 65585 more than 90 days after the effective date of the amendment to this section.		N/A	N/A
62	65583(e)(2)	Any housing element or housing element amendment prepared pursuant to subdivision (e) of Section 65588 or Section 65584.02, when the city, county, or city and county fails to submit the first draft to the department before the due date specified in Section 65588 or 65584.02.		N/A	N/A
63	65583(f)	The deadline for completing required rezoning pursuant to subparagraph (A) of paragraph (1) of subdivision (c) shall be extended by one year if the local government has completed the rezoning at densities sufficient to accommodate at least 75 percent of the units for low- and very low income households and if the legislative body at the conclusion of a public hearing determines, based upon substantial evidence, that any of the following circumstances exist:		N/A	N/A
64	65583(f)(1)	The local government has been unable to complete the rezoning because of the action or inaction beyond the control of the local government of any other state, federal, or local agency.		N/A	N/A
65	65583(f)(2)	The local government is unable to complete the rezoning because of infrastructure deficiencies due to fiscal or regulatory constraints.		N/A	N/A
66	65583(f)(3)	The local government must undertake a major revision to its general plan in order to accommodate the housing-related policies of a sustainable communities strategy or an alternative planning strategy adopted pursuant to Section 65080.		N/A	N/A

67		The resolution and the findings shall be transmitted to the department together with a detailed budget and schedule for preparation and adoption of the required rezonings, including plans for citizen participation and expected interim action. The schedule shall provide for adoption of the required rezoning within one year of the adoption of the resolution.		N/A	N/A
68	65583(g)(1)	If a local government fails to complete the rezoning by the deadline provided in subparagraph (A) of paragraph (1) of subdivision (c), as it may be extended pursuant to subdivision (f), except as provided in paragraph (2), a local government may not disapprove a housing development project, nor require a conditional use permit, planned unit development permit, or other locally imposed discretionary permit, or impose a condition that would render the project infeasible, if the housing development project (A) is proposed to be located on a site required to be rezoned pursuant to the program action required by that subparagraph and (B) complies with applicable, objective general plan and zoning standards and criteria, including design review standards, described in the program action required by that subparagraph. Any subdivision of sites shall be subject to the Subdivision Map Act (Division 2 (commencing with Section 66410)). Design review shall not constitute a "project" for purposes of Division 13 (commencing with Section 21000) of the Public Resources Code.		N/A	N/A
69	65583(g)(2)	A local government may disapprove a housing development described in paragraph (1) if it makes written findings supported by substantial evidence on the record that both of the following conditions exist:		N/A	N/A
70	65583(g)(2)(A)	The housing development project would have a specific, adverse impact upon the public health or safety unless the project is disapproved or approved upon the condition that the project be developed at a lower density. As used in this paragraph, a "specific, adverse impact" means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.		N/A	N/A
71	65583(g)(2)(B)	There is no feasible method to satisfactorily mitigate or avoid the adverse impact identified pursuant to paragraph (1), other than the disapproval of the housing development project or the approval of the project upon the condition that it be developed at a lower density.		N/A	N/A
72	65583(g)(3)	The applicant or any interested person may bring an action to enforce this subdivision. If a court finds that the local agency disapproved a project or conditioned its approval in violation of this subdivision, the court shall issue an order or judgment compelling compliance within 60 days. The court shall retain jurisdiction to ensure that its order or judgment is carried out. If the court determines that its order or judgment has not been carried out within 60 days, the court may issue further orders to ensure that the purposes and policies of this subdivision are fulfilled. In any such action, the city, county, or city and county shall bear the burden of proof.		N/A	N/A
73	65583(g)(4)	For purposes of this subdivision, "housing development project" means a project to construct residential units for which the project developer provides sufficient legal commitments to the appropriate local agency to ensure the continued availability and use of at least 49 percent of the housing units for very low, low-, and moderate-income households with an affordable housing cost or affordable rent, as defined in Section 50052.5 or 50053 of the Health and Safety Code, respectively, for the period required by the applicable financing.		N/A	N/A
74	65583(h)	An action to enforce the program actions of the housing element shall be brought pursuant to Section 1085 of the Code of Civil Procedure.		N/A	Y
75	65583(i)	Notwithstanding any other law, the otherwise applicable timeframe set forth in paragraph (2) of subdivision (b) and subdivision (d) of Section 21080.3.1 of the Public Resources Code, and paragraph (3) of subdivision (d) of Section 21082.3 of the Public Resources Code, for a Native American tribe to respond to a lead agency and request consultation in writing is extended by 30 days for any housing development project application determined or deemed to be complete on or after March 4, 2020, and prior to December 31, 2021.		N/A	Y
76	65583(j)	On or after January 1, 2024, at the discretion of the department, the analysis of government constraints pursuant to paragraph (5) of subdivision (a) may include an analysis of constraints upon the maintenance, improvement, or development of housing for persons with a characteristic identified in subdivision (b) of Section 51 of the Civil Code. The implementation of this subdivision is contingent upon an appropriation by the Legislature in the annual Budget Act or another statute for this purpose.		N/A	N/A
77	65583.1(a)	The Department of Housing and Community Development, in evaluating a proposed or adopted housing element for substantial compliance with this article, may allow a city or county to identify adequate sites, as required pursuant to Section 65583, by a variety of methods, including, but not limited to, redesignation of property to a more intense land use category and increasing the density allowed within one or more categories. The department may also allow a city or county to identify sites for accessory dwelling units based on the number of accessory dwelling units developed in the prior housing element planning period whether or not the units are permitted by right, the need for these units in the community, the resources or incentives available for their development, and any other relevant factors, as determined by the department. Nothing in this section reduces the responsibility of a city or county to identify, by income category, the total number of sites for residential development as required by this article.	Methods for identifying adequate sites/site inventory	N/A	N/A

78	65583.1(b)	<p>Sites that contain permanent housing units located on a military base undergoing closure or conversion as a result of action pursuant to the Defense Authorization Amendments and Base Closure and Realignment Act (Public Law 100-526), the Defense Base Closure and Realignment Act of 1990 (Public Law 101-510), or any subsequent act requiring the closure or conversion of a military base may be identified as an adequate site if the housing element demonstrates that the housing units will be available for occupancy by households within the planning period of the element. No sites containing housing units scheduled or planned for demolition or conversion to nonresidential uses shall qualify as an adequate site.</p> <p>Any city, city and county, or county using this subdivision shall address the progress in meeting this section in the reports provided pursuant to paragraph (1) of subdivision (b) of Section 65400.</p>	Methods for identifying adequate sites/site inventory	N/A	N/A
79	65583.1(c)(1)	The Department of Housing and Community Development may allow a city or county to substitute the provision of units for up to 25 percent of the community's obligation to identify adequate sites for any income category in its housing element pursuant to paragraph (1) of subdivision (c) of Section 65583 where the community includes in its housing element a program committing the local government to provide units in that income category within the city or county that will be made available through the provision of committed assistance during the planning period covered by the element to low- and very low income households at affordable housing costs or affordable rents, as defined in Sections 50052.5 and 50053 of the Health and Safety Code, and which meet the requirements of paragraph (2). Except as otherwise provided in this subdivision, the community may substitute one dwelling unit for one dwelling unit site in the applicable income category. The program shall do all of the following:	Methods for identifying adequate sites/site inventory	N/A	N/A
80	65583.1(c)(1)(A)	Identify the specific, existing sources of committed assistance and dedicate a specific portion of the funds from those sources to the provision of housing pursuant to this subdivision.	Methods for identifying adequate sites/site inventory	N/A	N/A
81	65583.1(c)(1)(B)	Indicate the number of units that will be provided to both low- and very low income households and demonstrate that the amount of dedicated funds is sufficient to develop the units at affordable housing costs or affordable rents.	Methods for identifying adequate sites/site inventory	N/A	N/A
82	65583.1(c)(1)(C)	Demonstrate that the units meet the requirements of paragraph (2).	Methods for identifying adequate sites/site inventory	N/A	N/A
83	65583.1(c)(2)	Only units that comply with subparagraph (A), (B), (C), (D), or (E) qualify for inclusion in the housing element program described in paragraph (1), as follows:	Methods for identifying adequate sites/site inventory	Does not apply to HE Contents	Does not apply to HE Contents
84	65583.1(c)(2)(A)	Units that are to be substantially rehabilitated with committed assistance from the city or county and constitute a net increase in the community's stock of housing affordable to low- and very low income households. For purposes of this subparagraph, a unit is not eligible to be "substantially rehabilitated" unless all of the following requirements are met:	Methods for identifying adequate sites/site inventory	N/A	N/A
85	65583.1(c)(2)(A)(i)	At the time the unit is identified for substantial rehabilitation, (I) the local government has determined that the unit is at imminent risk of loss to the housing stock, (II) the local government has committed to provide relocation assistance pursuant to Chapter 16 (commencing with Section 7260) of Division 7 of Title 1 to any occupants temporarily or permanently displaced by the rehabilitation or code enforcement activity, or the relocation is otherwise provided prior to displacement either as a condition of receivership, or provided by the property owner or the local government pursuant to Article 2.5 (commencing with Section 17975) of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code, or as otherwise provided by local ordinance; provided the assistance includes not less than the equivalent of four months' rent and moving expenses and comparable replacement housing consistent with the moving expenses and comparable replacement housing required pursuant to Section 7260, (III) the local government requires that any displaced occupants will have the right to reoccupy the rehabilitated units, and (IV) the unit has been found by the local government or a court to be unfit for human habitation due to the existence of at least four violations of the conditions listed in subdivisions (a) to (g), inclusive, of Section 17995.3 of the Health and Safety Code.	Methods for identifying adequate sites/site inventory	N/A	N/A
86	65583.1(c)(2)(A)(ii)	The rehabilitated unit will have long-term affordability covenants and restrictions that require the unit to be available to, and occupied by, persons or families of low- or very low income at affordable housing costs for at least 55 years or the time period required by any applicable federal or state law or regulation.	Methods for identifying adequate sites/site inventory	N/A	N/A
87	65583.1(c)(2)(A)(iii)	Prior to initial occupancy after rehabilitation, the local code enforcement agency shall issue a certificate of occupancy indicating compliance with all applicable state and local building code and health and safety code requirements.	Methods for identifying adequate sites/site inventory	N/A	N/A
88	65583.1(c)(2)(B)	Units that are located either on foreclosed property or in a multifamily rental or ownership housing complex of three or more units, are converted with committed assistance from the city or county from nonaffordable to affordable by acquisition of the unit or the purchase of affordability covenants and restrictions for the unit, are not acquired by eminent domain, and constitute a net increase in the community's stock of housing affordable to low- and very low income households. For purposes of this subparagraph, a unit is not converted by acquisition or the purchase of affordability covenants unless all of the following occur:	Methods for identifying adequate sites/site inventory	N/A	N/A
89	65583.1(c)(2)(B)(i)	The unit is made available for rent at a cost affordable to low- or very low income households.	Methods for identifying adequate sites/site inventory	N/A	N/A
90	65583.1(c)(2)(B)(ii)	At the time the unit is identified for acquisition, the unit is not available at an affordable housing cost to either of the following:	Methods for identifying adequate sites/site inventory	N/A	N/A

91	65583.1(c)(2)(B)(ii)(I)	Low-income households, if the unit will be made affordable to low-income households.	Methods for identifying adequate sites/site inventory	N/A	N/A
92	65583.1(c)(2)(B)(ii)(II)	Very low income households, if the unit will be made affordable to very low income households.	Methods for identifying adequate sites/site inventory	N/A	N/A
93	65583.1(c)(2)(B)(iii)	At the time the unit is identified for acquisition the unit is not occupied by low- or very low income households or if the acquired unit is occupied, the local government has committed to provide relocation assistance prior to displacement, if any, pursuant to Chapter 16 (commencing with Section 7260) of Division 7 of Title 1 to any occupants displaced by the conversion, or the relocation is otherwise provided prior to displacement; provided the assistance includes not less than the equivalent of four months' rent and moving expenses and comparable replacement housing consistent with the moving expenses and comparable replacement housing required pursuant to Section 7260.	Methods for identifying adequate sites/site inventory	N/A	N/A
94	65583.1(c)(2)(B)(iv)	The unit is in decent, safe, and sanitary condition at the time of occupancy.	Methods for identifying adequate sites/site inventory	N/A	N/A
95	65583.1(c)(2)(B)(v)	The unit has long-term affordability covenants and restrictions that require the unit to be affordable to persons of low- or very low income for not less than 55 years.	Methods for identifying adequate sites/site inventory	N/A	N/A
96	65583.1(c)(2)(B)(vi)	For units located in multifamily ownership housing complexes with three or more units, or on or after January 1, 2015, on foreclosed properties, at least an equal number of new-construction multifamily rental units affordable to lower income households have been constructed in the city or county within the same planning period as the number of ownership units to be converted.	Methods for identifying adequate sites/site inventory	N/A	N/A
97	65583.1(c)(2)(C)	Units that will be preserved at affordable housing costs to persons or families of low- or very low incomes with committed assistance from the city or county by acquisition of the unit or the purchase of affordability covenants for the unit. For purposes of this subparagraph, a unit shall not be deemed preserved unless all of the following occur:	Methods for identifying adequate sites/site inventory	N/A	N/A
98	65583.1(c)(2)(C)(i)	The unit has long-term affordability covenants and restrictions that require the unit to be affordable to, and reserved for occupancy by, persons of the same or lower income group as the current occupants for a period of at least 55 years.	Methods for identifying adequate sites/site inventory	N/A	N/A
99	65583.1(c)(2)(C)(ii)	The unit is within an "assisted housing development," as defined in paragraph (3) of subdivision (a) of Section 65863.10.	Methods for identifying adequate sites/site inventory	N/A	N/A
100	65583.1(c)(2)(C)(iii)	The city or county finds, after a public hearing, that the unit is eligible, and is reasonably expected, to change from housing affordable to low- and very low income households to any other use during the next eight years due to termination of subsidy contracts, mortgage prepayment, or expiration of restrictions on use.	Methods for identifying adequate sites/site inventory	N/A	N/A
101	65583.1(c)(2)(C)(iv)	The unit is in decent, safe, and sanitary condition at the time of occupancy.	Methods for identifying adequate sites/site inventory	N/A	N/A
102	65583.1(c)(2)(C)(v)	At the time the unit is identified for preservation it is available at affordable cost to persons or families of low- or very low income.	Methods for identifying adequate sites/site inventory	N/A	N/A
103	65583.1(c)(2)(D)	Units in a motel, hotel, or hostel that are converted with committed assistance from the city or county from nonresidential to residential by the acquisition of the unit or the purchase of affordability covenants and restrictions for the unit, are not acquired by eminent domain, and constitute a net increase in the community's stock of housing affordable to low- and very low income households. For purposes of this subparagraph, a unit is not converted by acquisition or the purchase of affordability covenants unless all of the following occur:	Methods for identifying adequate sites/site inventory	N/A	N/A
104	65583.1(c)(2)(D)(i)	The unit is part of a long-term recovery response to COVID-19.	Methods for identifying adequate sites/site inventory	N/A	N/A
105	65583.1(c)(2)(D)(ii)	The unit is made available for people experiencing homelessness as defined in Section 578.3 of Title 24 of the Code of Federal Regulations.	Methods for identifying adequate sites/site inventory	N/A	N/A
106	65583.1(c)(2)(D)(iii)	The unit is made available for rent at a cost affordable to low- or very low income households.	Methods for identifying adequate sites/site inventory	N/A	N/A
107	65583.1(c)(2)(D)(iv)	The unit is in decent, safe, and sanitary condition at the time of occupancy.	Methods for identifying adequate sites/site inventory	N/A	N/A
108	65583.1(c)(2)(D)(v)	The unit has long-term affordability covenants and restrictions that require the unit to be affordable to persons of low- or very low income for not less than 55 years.	Methods for identifying adequate sites/site inventory	N/A	N/A
109	65583.1(c)(2)(D)(vi)	This subparagraph shall remain in effect only for the sixth revision of the housing element pursuant to Section 65588.	Methods for identifying adequate sites/site inventory	N/A	N/A
110	65583.1(c)(2)(E)	All spaces in a mobilehome park, as defined in subdivision (a) of Section 18214 of the Health and Safety Code, that is acquired with committed assistance from the city or county where any of the following apply:	Methods for identifying adequate sites/site inventory	N/A	N/A
111	65583.1(c)(2)(E)(i)	The mobilehome park will be acquired with financing that includes a loan from the department pursuant to Section 50783 or 50784.5 of the Health and Safety Code.	Methods for identifying adequate sites/site inventory	N/A	N/A
112	65583.1(c)(2)(E)(ii)	At least 50 percent of the current residents in the mobilehome park to be acquired are lower-income households and the entity acquiring the park agrees to enter into a regulatory agreement for a minimum of 55 years that requires both of the following:	Methods for identifying adequate sites/site inventory	N/A	N/A
113	65583.1(c)(2)(E)(ii)(I)	All vacant spaces shall be rented at a space rent that does not exceed 50 percent of maximum rent limits established by the California Tax Credit Allocation Committee at 60 percent of the area median income.	Methods for identifying adequate sites/site inventory	N/A	N/A

114	65583.1(c)(2)(E)(ii)(II)	The space rent for existing residents at the time of the acquisition of the property, both during the 12 months preceding the acquisition and during the term of the regulatory agreement, shall not increase more than 5 percent in any 12-month period.	Methods for identifying adequate sites/site inventory	N/A	N/A
115	65583.1(c)(3)	This subdivision does not apply to any city or county that, during the current or immediately prior planning period, as defined by Section 65588, has not met any of its share of the regional need for affordable housing, as defined in Section 65584, for low- and very low income households. A city or county shall document for any housing unit that a building permit has been issued and all development and permit fees have been paid or the unit is eligible to be lawfully occupied.	Methods for identifying adequate sites/site inventory	N/A	N/A
116	65583.1(c)(4)	For purposes of this subdivision, "committed assistance" means that the city or county enters into a legally enforceable agreement during the period from the beginning of the projection period until the end of the third year of the planning period that obligates sufficient available funds or other in-kind services to provide the assistance necessary to make the identified units affordable and that requires that the units be made available for occupancy within two years of the execution of the agreement. "Committed assistance" does not include tenant-based rental assistance.	Methods for identifying adequate sites/site inventory	N/A	N/A
117	65583.1(c)(5)	For purposes of this subdivision, "net increase" includes only housing units provided committed assistance pursuant to subparagraph (A) or (B) of paragraph (2) in the current planning period, as defined in Section 65588, that were not provided committed assistance in the immediately prior planning period.	Methods for identifying adequate sites/site inventory	N/A	N/A
118	65583.1(c)(6)	For purposes of this subdivision, "the time the unit is identified" means the earliest time when any city or county agent, acting on behalf of a public entity, has proposed in writing or has proposed orally or in writing to the property owner, that the unit be considered for substantial rehabilitation, acquisition, or preservation.	Methods for identifying adequate sites/site inventory	N/A	N/A
119	65583.1(c)(7)	In the fourth year of the planning period, as defined by Section 65588, in the report required pursuant to Section 65400, each city or county that has included in its housing element a program to provide units pursuant to subparagraph (A), (B), (C), (D), or (E) of paragraph (2) shall report in writing to the legislative body, and to the department within 30 days of making its report to the legislative body, on its progress in providing units pursuant to this subdivision. The report shall identify the specific units for which committed assistance has been provided or which have been made available to low- and very low income households, and it shall adequately document how each unit complies with this subdivision. If, by the end of the third year of the planning period, the city or county has not entered into an enforceable agreement of committed assistance for all units specified in the programs adopted pursuant to subparagraph (A), (B), (C), (D), or (E) of paragraph (2), the city or county shall, not later than the end of the fourth year of the planning period, adopt an amended housing element in accordance with Section 65585, identifying additional adequate sites pursuant to paragraph (1) of subdivision (c) of Section 65583 sufficient to accommodate the number of units for which committed assistance was not provided. If a city or county does not amend its housing element to identify adequate sites to address any shortfall, or fails to complete the rehabilitation, acquisition, purchase of affordability covenants, or the preservation of any housing unit within two years after committed assistance was provided to that unit, it shall be prohibited from identifying units pursuant to subparagraph (A), (B), (C), (D), or (E) of paragraph (2) in the housing element that it adopts for the next planning period, as defined in Section 65588, above the number of units actually provided or preserved due to committed assistance.	Methods for identifying adequate sites/site inventory	N/A	N/A
120	65583.1(d)	A city or county may reduce its share of the regional housing need by the number of units built between the start of the projection period and the deadline for adoption of the housing element. If the city or county reduces its share pursuant to this subdivision, the city or county shall include in the housing element a description of the methodology for assigning those housing units to an income category based on actual or projected sales price, rent levels, or other mechanisms establishing affordability.	Methods for identifying adequate sites/site inventory	N/A	N/A
121	65583.2(a)	A city's or county's inventory of land suitable for residential development pursuant to paragraph (3) of subdivision (a) of Section 65583 shall be used to identify sites throughout the community, consistent with paragraph (10) of subdivision (c) of Section 65583, that can be developed for housing within the planning period and that are sufficient to provide for the jurisdiction's share of the regional housing need for all income levels pursuant to Section 65584. As used in this section, "land suitable for residential development" includes all of the following sites that meet the standards set forth in subdivisions (c) and (g):	Inventory of land suitable for development / vacant sites	H59-H73	Y
122	65583.2(a)(1)	Vacant sites zoned for residential use.	Inventory of land suitable for development / vacant sites	H59-H73	Y
123	65583.2(a)(2)	Vacant sites zoned for nonresidential use that allows residential development.	Inventory of land suitable for development / vacant sites	H59-H73	Y
124	65583.2(a)(3)	Residentially zoned sites that are capable of being developed at a higher density, including sites owned or leased by a city, county, or city and county.	Inventory of land suitable for development / vacant sites	H59-H73	Y
125	65583.2(a)(4)	Sites zoned for nonresidential use that can be redeveloped for residential use, and for which the housing element includes a program to rezone the site, as necessary, rezoned for, to permit residential use, including sites owned or leased by a city, county, or city and county.	Inventory of land suitable for development / vacant sites	H59-H73	Y
126	65583.2(b)	The inventory of land shall include all of the following:	Inventory of land suitable for development / vacant sites	H59-H73	Y

127	65583.2(b)(1)	A listing of properties by assessor parcel number.	Inventory of land suitable for development / vacant sites	H65, H70, H73	Y
128	65583.2(b)(2)	The size of each property listed pursuant to paragraph (1), and the general plan designation and zoning of each property.	Inventory of land suitable for development / vacant sites	H59-H73	Y
129	65583.2(b)(3)	For nonvacant sites, a description of the existing use of each property. If a site subject to this paragraph is owned by the city or county, the description shall also include whether there are any plans to dispose of the property during the planning period and how the city or county will comply with Article 8 (commencing with Section 54220) of Chapter 5 of Part 1 of Division 2 of Title 5.	Inventory of land suitable for development / vacant sites	H59-H62, H65-H73	Y
130	65583.2(b)(4)	A general description of any environmental constraints to the development of housing within the jurisdiction, the documentation for which has been made available to the jurisdiction. This information need not be identified on a site-specific basis.	Inventory of land suitable for development / vacant sites	H59-H73, H-79	Y
131	65583.2(b)(5)(A)	A description of existing or planned water, sewer, and other dry utilities supply, including the availability and access to distribution facilities.	Inventory of land suitable for development / vacant sites	H65-H66, H80	Y
132	65583.2(b)(5)(B)	Parcels included in the inventory must have sufficient water, sewer, and dry utilities supply available and accessible to support housing development or be included in an existing general plan program or other mandatory program or plan, including a program or plan of a public or private entity providing water or sewer service, to secure sufficient water, sewer, and dry utilities supply to support housing development. This paragraph does not impose any additional duty on the city or county to construct, finance, or otherwise provide water, sewer, or dry utilities to parcels included in the inventory.	Inventory of land suitable for development / vacant sites	H65-H66, H80	Y
133	65583.2(b)(6)	Sites identified as available for housing for above moderate-income households in areas not served by public sewer systems. This information need not be identified on a site-specific basis.	Inventory of land suitable for development / vacant sites	N/A	N/A
134	65583.2(b)(7)	A map that shows the location of the sites included in the inventory, such as the land use map from the jurisdiction's general plan, for reference purposes only.	Inventory of land suitable for development / vacant sites	H63-H64	Y
135	65583.2(c)	Based on the information provided in subdivision (b), a city or county shall determine whether each site in the inventory can accommodate the development of some portion of its share of the regional housing need by income level during the planning period, as determined pursuant to Section 65584. The inventory shall specify for each site the number of units that can realistically be accommodated on that site and whether the site is adequate to accommodate lower income housing, moderate-income housing, or above moderate-income housing. A nonvacant site identified pursuant to paragraph (3) or (4) of subdivision (a) in a prior housing element and a vacant site that has been included in two or more consecutive planning periods that was not approved to develop a portion of the locality's housing need shall not be deemed adequate to accommodate a portion of the housing need for lower income households that must be accommodated in the current housing element planning period unless the site is zoned at residential densities consistent with paragraph (3) of this subdivision and the site is subject to a program in the housing element requiring rezoning within three years of the beginning of the planning period to allow residential use by right for housing developments in which at least 20 percent of the units are affordable to lower income households. Notwithstanding the foregoing, for a local government that fails to adopt a housing element that the department has found to be in substantial compliance with state law within 120 days of the statutory deadline in Section 65588 for adoption of the housing element, rezoning pursuant to this subdivision shall be completed no later than one year from the statutory deadline in Section 65588 for adoption of the housing element. An unincorporated area in a nonmetropolitan county pursuant to clause (ii) of subparagraph (B) of paragraph (3) shall not be subject to the requirements of this subdivision to allow residential use by right. The analysis shall determine whether the inventory can provide for a variety of types of housing, including multifamily rental housing, factory-built housing, mobilehomes, housing for agricultural employees, supportive housing, single-room occupancy units, emergency shelters, and transitional housing, and whether the inventory affirmatively furthers fair housing. The city or county shall determine the number of housing units that can be accommodated on each site as follows:	Inventory of land suitable for development / vacant sites	H54, H59-H73	Y
136	65583.2(c)(1)	If local law or regulations require the development of a site at a minimum density, the department shall accept the planning agency's calculation of the total housing unit capacity on that site based on the established minimum density. If the city or county does not adopt a law or regulation requiring the development of a site at a minimum density, then it shall demonstrate how the number of units determined for that site pursuant to this subdivision will be accommodated.	Inventory of land suitable for development / vacant sites	H65-H73	Y
137	65583.2(c)(2)	The number of units calculated pursuant to paragraph (1) shall be adjusted as necessary, based on the land use controls and site improvements requirement identified in paragraph (5) of subdivision (a) of Section 65583, the realistic development capacity for the site, typical densities of existing or approved residential developments at a similar affordability level in that jurisdiction, and on the current or planned availability and accessibility of sufficient water, sewer, and dry utilities.	Inventory of land suitable for development / vacant sites	H59-H73	Y
138	65583.2(c)(2)(A)	A site smaller than half an acre shall not be deemed adequate to accommodate lower income housing need unless the locality can demonstrate that sites of equivalent size were successfully developed during the prior planning period for an equivalent number of lower income housing units as projected for the site or unless the locality provides other evidence to the department that the site is adequate to accommodate lower income housing.	Inventory of land suitable for development / vacant sites	H65-H73	N/A

139	65583.2(c)(2)(B)	A site larger than 10 acres shall not be deemed adequate to accommodate lower income housing need unless the locality can demonstrate that sites of equivalent size were successfully developed during the prior planning period for an equivalent number of lower income housing units as projected for the site or unless the locality provides other evidence to the department that the site can be developed as lower income housing. For purposes of this subparagraph, "site" means that portion of a parcel or parcels designated to accommodate lower income housing needs pursuant to this subdivision.	Inventory of land suitable for development / vacant sites	N/A	N/A
140	65583.2(c)(2)(C)	A site may be presumed to be realistic for development to accommodate lower income housing need if, at the time of the adoption of the housing element, a development affordable to lower income households has been proposed and approved for development on the site.	Inventory of land suitable for development / vacant sites	H59	Y
141	65583.2(c)(3)	For the number of units calculated to accommodate its share of the regional housing need for lower income households pursuant to paragraph (2), a city or county shall do either of the following:	Inventory of land suitable for development / vacant sites	N/A	N/A
142	65583.2(c)(3)(A)	Provide an analysis demonstrating how the adopted densities accommodate this need. The analysis shall include, but is not limited to, factors such as market demand, financial feasibility, or information based on development project experience within a zone or zones that provide housing for lower income households.	Inventory of land suitable for development / vacant sites	H59-H73	Y
143	65583.2(c)(3)(B)	The following densities shall be deemed appropriate to accommodate housing for lower income households:	Inventory of land suitable for development / vacant sites	N/A	N/A
144	65583.2(c)(3)(B)(i)	For an incorporated city within a nonmetropolitan county and for a nonmetropolitan county that has a micropolitan area: sites allowing at least 15 units per acre.	Inventory of land suitable for development / vacant sites	N/A	N/A
145	65583.2(c)(3)(B)(ii)	For an unincorporated area in a nonmetropolitan county not included in clause (i): sites allowing at least 10 units per acre.	Inventory of land suitable for development / vacant sites	N/A	N/A
146	65583.2(c)(3)(B)(iii)	For a suburban jurisdiction: sites allowing at least 20 units per acre.	Inventory of land suitable for development / vacant sites	N/A	N/A
147	65583.2(c)(3)(B)(iv)	For a jurisdiction in a metropolitan county: sites allowing at least 30 units per acre.	Inventory of land suitable for development / vacant sites	H59-H73	Y
148	65583.2(c)(4)(A)	For a metropolitan jurisdiction:	Inventory of land suitable for development / vacant sites	N/A	N/A
149	65583.2(c)(4)(A)(i)	At least 25 percent of the jurisdiction's share of the regional housing need for moderate-income housing shall be allocated to sites with zoning that allows at least 4 units of housing, but not more than 100 units per acre of housing.	Inventory of land suitable for development / vacant sites	N/A	N/A
150	65583.2(c)(4)(A)(ii)	At least 25 percent of the jurisdiction's share of the regional housing need for above moderate-income housing shall be allocated to sites with zoning that allows at least 4 units of housing.	Inventory of land suitable for development / vacant sites	N/A	N/A
151	65583.2(c)(4)(B)	The allocation of moderate-income and above moderate-income housing to sites pursuant to this paragraph shall not be a basis for the jurisdiction to do either of the following:	Inventory of land suitable for development / vacant sites	N/A	N/A
152	65583.2(c)(4)(B)(i)	Deny a project that does not comply with the allocation.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
153	65583.2(c)(4)(B)(ii)	Impose a price minimum, price maximum, price control, or any other exaction or condition of approval in lieu thereof. This clause does not prohibit a jurisdiction from imposing any price minimum, price maximum, price control, exaction, or condition in lieu thereof, pursuant to any other law.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
154	65583.2(c)(4)(B)(iii)	The provisions of this subparagraph do not constitute a change in, but are declaratory of, existing law with regard to the allocation of sites pursuant to this section.	Inventory of land suitable for development / vacant sites	N/A	N/A
155	65583.2(c)(4)(C)	This paragraph does not apply to an unincorporated area.	Inventory of land suitable for development / vacant sites	N/A	N/A
156	65583.2(c)(4)(D)	For purposes of this paragraph:	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
157	65583.2(c)(4)(D)(i)	"Housing development project" has the same meaning as defined in paragraph (2) of subdivision (h) of Section 65589.5.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
158	65583.2(c)(4)(D)(ii)	"Unit of housing" does not include an accessory dwelling unit or junior accessory dwelling unit that could be approved pursuant to Section 65852.2 or Section 65852.22 or through a local ordinance or other provision implementing either of those sections. This paragraph shall not limit the ability of a local government to count the actual production of accessory dwelling units or junior accessory dwelling units in an annual progress report submitted pursuant to Section 65400 or other progress report as determined by the department.	Inventory of land suitable for development / vacant sites	N/A	N/A
159	65583.2(c)(4)(E)	Nothing in this subdivision shall preclude the subdivision of a parcel, provided that the subdivision is subject to the Subdivision Map Act (Division 2 (commencing with Section 66410)) or any other applicable law authorizing the subdivision of land.	Inventory of land suitable for development / vacant sites	N/A	N/A
160	65583.2(d)	For purposes of this section, a metropolitan county, nonmetropolitan county, and nonmetropolitan county with a micropolitan area shall be as determined by the United States Census Bureau. A nonmetropolitan county with a micropolitan area includes the following counties: Del Norte, Humboldt, Lake, Mendocino, Nevada, Tehama, and Tuolumne and other counties as may be determined by the United States Census Bureau to be nonmetropolitan counties with micropolitan areas in the future.	Inventory of land suitable for development / vacant sites	N/A	N/A

161	65583.2(e)(1)	Except as provided in paragraph (2), a jurisdiction shall be considered suburban if the jurisdiction does not meet the requirements of clauses (i) and (ii) of subparagraph (B) of paragraph (3) of subdivision (c) and is located in a Metropolitan Statistical Area (MSA) of less than 2,000,000 in population, unless that jurisdiction's population is greater than 100,000, in which case it shall be considered metropolitan. A county, not including the City and County of San Francisco, shall be considered suburban unless the county is in an MSA of 2,000,000 or greater in population in which case the county shall be considered metropolitan.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
162	65583.2(e)(2)(A)(i)	Notwithstanding paragraph (1), if a county that is in the San Francisco-Oakland-Fremont California MSA has a population of less than 400,000, that county shall be considered suburban. If this county includes an incorporated city that has a population of less than 100,000, this city shall also be considered suburban. This paragraph shall apply to a housing element revision cycle, as described in subparagraph (A) of paragraph (3) of subdivision (e) of Section 65588, that is in effect from July 1, 2014, to December 31, 2028, inclusive.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
163	65583.2(e)(2)(A)(ii)	A county subject to this subparagraph shall utilize the sum existing in the county's housing trust fund as of June 30, 2013, for the development and preservation of housing affordable to low- and very low income households.	Inventory of land suitable for development / vacant sites	N/A	N/A
164	65583.2(e)(2)(B)	A jurisdiction that is classified as suburban pursuant to this paragraph shall report to the Assembly Committee on Housing and Community Development, the Senate Committee on Housing, and the Department of Housing and Community Development regarding its progress in developing low- and very low income housing consistent with the requirements of Section 65400. The report shall be provided three times: once, on or before December 31, 2019, which report shall address the initial four years of the housing element cycle, a second time, on or before December 31, 2023, which report shall address the subsequent four years of the housing element cycle, and a third time, on or before December 31, 2027, which report shall address the subsequent four years of the housing element cycle and the cycle as a whole. The reports shall be provided consistent with the requirements of Section 9795.	Inventory of land suitable for development / vacant sites	N/A	N/A
165	65583.2(f)	A jurisdiction shall be considered metropolitan if the jurisdiction does not meet the requirements for "suburban area" above and is located in an MSA of 2,000,000 or greater in population, unless that jurisdiction's population is less than 25,000 in which case it shall be considered suburban.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
166	65583.2(g)(1)	For sites described in paragraph (3) of subdivision (b), the city or county shall specify the additional development potential for each site within the planning period and shall provide an explanation of the methodology used to determine the development potential. The methodology shall consider factors including the extent to which existing uses may constitute an impediment to additional residential development, the city's or county's past experience with converting existing uses to higher density residential development, the current market demand for the existing use, an analysis of any existing leases or other contracts that would perpetuate the existing use or prevent redevelopment of the site for additional residential development, development trends, market conditions, and regulatory or other incentives or standards to encourage additional residential development on these sites.	Inventory of land suitable for development / vacant sites	H59-H73	Y
167	65583.2(g)(2)	In addition to the analysis required in paragraph (1), when a city or county is relying on nonvacant sites described in paragraph (3) of subdivision (b) to accommodate 50 percent or more of its housing need for lower income households, the methodology used to determine additional development potential shall demonstrate that the existing use identified pursuant to paragraph (3) of subdivision (b) does not constitute an impediment to additional residential development during the period covered by the housing element. An existing use shall be presumed to impede additional residential development, absent findings based on substantial evidence that the use is likely to be discontinued during the planning period.	Inventory of land suitable for development / vacant sites	H59-H73	Y
168	65583.2(g)(3)	Notwithstanding any other law, and in addition to the requirements in paragraphs (1) and (2), sites that currently have residential uses, or within the past five years have had residential uses that have been vacated or demolished, that are or 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, 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, shall be subject to a policy requiring the replacement of all those units affordable to the same or lower income level as a condition of any development on the site. Replacement requirements shall be consistent with those set forth in paragraph (3) of subdivision (c) of Section 65915.	Inventory of land suitable for development / vacant sites	N/A	N/A

169	65583.2(h)	The program required by subparagraph (A) of paragraph (1) of subdivision (c) of Section 65583 shall accommodate 100 percent of the need for housing for very low and low-income households allocated pursuant to Section 65584 for which site capacity has not been identified in the inventory of sites pursuant to paragraph (3) of subdivision (a) on sites that shall be zoned to permit owner-occupied and rental multifamily residential use by right for developments in which at least 20 percent of the units are affordable to lower income households during the planning period. These sites shall be zoned with minimum density and development standards that permit at least 16 units per site at a density of at least 16 units per acre in jurisdictions described in clause (i) of subparagraph (B) of paragraph (3) of subdivision (c), shall be at least 20 units per acre in jurisdictions described in clauses (iii) and (iv) of subparagraph (B) of paragraph (3) of subdivision (c) and shall meet the standards set forth in subparagraph (B) of paragraph (5) of subdivision (b). At least 50 percent of the very low and low-income housing need shall be accommodated on sites designated for residential use and for which nonresidential uses or mixed uses are not permitted, except that a city or county may accommodate all of the very low and low-income housing need on sites designated for mixed use if those sites allow 100 percent residential use and require that residential use occupy 50 percent of the total floor area of a mixed-use project.	Inventory of land suitable for development / vacant sites	N/A	N/A
170	65583.2(i)	For purposes of this section and Section 65583, the phrase "use by right" shall mean that the local government's review of the owner-occupied or multifamily residential use may not require a conditional use permit, planned unit development permit, or other discretionary local government review or approval that would constitute a "project" for purposes of Division 13 (commencing with Section 21000) of the Public Resources Code. Any subdivision of the sites shall be subject to all laws, including, but not limited to, the local government ordinance implementing the Subdivision Map Act. A local ordinance may provide that "use by right" does not exempt the use from design review. However, that design review shall not constitute a "project" for purposes of Division 13 (commencing with Section 21000) of the Public Resources Code. Use by right for all rental multifamily residential housing shall be provided in accordance with subdivision (f) of Section 65589.5.	Inventory of land suitable for development / vacant sites	H44, H57-H58, H72, H74, H104-H105	Y
171	65583.2(j)	Notwithstanding any other provision of this section, within one-half mile of a Sonoma-Marín Area Rail Transit station, housing density requirements in place on June 30, 2014, shall apply.	Inventory of land suitable for development / vacant sites	N/A	N/A
172	65583.2(k)	For purposes of subdivisions (a) and (b), the department shall provide guidance to local governments to properly survey, detail, and account for sites listed pursuant to Section 65585.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
173	65583.2(l)(1)	The changes to this section made by Chapter 193 of the Statutes of 2020 shall become operative on January 1, 2022.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
174	65583.2(l)(2)	The changes to this section made by Chapter 193 of the Statutes of 2020 shall not apply to a housing element revision that is originally due on or before January 1, 2022, regardless of the date of adoption by the local agency.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
175	65583.2(m)	This section shall remain in effect only until December 31, 2028, and as of that date is repealed.	Inventory of land suitable for development / vacant sites	Does not apply to HE Contents	Does not apply to HE Contents
176	65583.3(a)	For a housing element or amendment adopted on or after January 1, 2021, the planning agency shall submit to the department an electronic copy of its inventory of land suitable for residential development developed pursuant to paragraph (3) of subdivision (a) of Section 65583 and subdivision (b) of this section with the copy of its housing element or amendment submitted pursuant to subdivision (g) of Section 65585. The local government shall ensure, to the best of its knowledge, that the inventory of land submitted to the department is true and correct.	Sites inventory	H6o	Y
177	65583.3(b)	Notwithstanding subdivision (a) of Section 65301, each local government shall prepare the inventory required under paragraph (3) of subdivision (a) of Section 65583 using standards, forms, and definitions adopted by the department. The department may review, adopt, amend, and repeal the standards, forms, or definitions to implement this subdivision and subdivision (a) of Section 65583. Any standards, forms, or definitions adopted to implement this subdivision and subdivision (a) of Section 65583 shall not be subject to Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2.	Sites inventory	H6o	Y
178	65583.4(a)	Notwithstanding subparagraph (A) of paragraph (1) of subdivision (c) of Section 65583, subdivision (c) of Section 65583.2, and subparagraph (C) of paragraph (4) of subdivision (e) of Section 65588, a local government shall have three years and 120 days from the statutory deadline in Section 65588 for adoption of the housing element to complete any rezonings required by subparagraph (A) of paragraph (1) of subdivision (c) of Section 65583 and subdivision (c) of Section 65583.2 if all of the following apply:	Statutory deadline / timeframe to complete any rezonings, if applicable	N/A	N/A
179	65583.4(a)(1)	The statutory deadline in Section 65588 for adoption of the sixth revision of the housing element was in the 2021 calendar year.	Statutory deadline / timeframe to complete any rezonings, if applicable	Does not apply to HE Contents	Does not apply to HE Contents
180	65583.4(a)(2)	The local government failed to adopt a sixth revision of the housing element that the department had found to be in substantial compliance with this article within 120 days of the statutory deadline in Section 65588 for adoption of the housing element.	Statutory deadline / timeframe to complete any rezonings, if applicable	Does not apply to HE Contents	Does not apply to HE Contents
181	65583.4(a)(3)	The local government adopts a sixth revision of the housing element and the department finds the adopted element to be in substantial compliance with this article within one year of the statutory deadline established pursuant to Section 65888 for adoption of the housing element.	Statutory deadline / timeframe to complete any rezonings, if applicable	Does not apply to HE Contents	Does not apply to HE Contents

182	65583.4(b)(1)	The deadline for completing required rezoning pursuant to subdivision (a) shall be extended by one year if the local government has completed the rezoning at densities sufficient to accommodate at least 75 percent of the units for low- and very low income households and if the legislative body at the conclusion of a public hearing determines, based upon substantial evidence, that any of the following circumstances exist:	Statutory deadline / timeframe to complete any rezonings, if applicable	N/A	N/A
183	65583.4(b)(1)(A)	The local government has been unable to complete the rezoning because of the action or inaction beyond the control of the local government of any other state, federal, or local agency.	Statutory deadline / timeframe to complete any rezonings, if applicable	N/A	N/A
184	65583.4(b)(1)(B)	The local government is unable to complete the rezoning because of infrastructure deficiencies due to fiscal or regulatory constraints.	Statutory deadline / timeframe to complete any rezonings, if applicable	N/A	N/A
185	65583.4(b)(1)(C)	The local government must undertake a major revision to its general plan in order to accommodate the housing-related policies of a sustainable communities strategy or an alternative planning strategy adopted pursuant to Section 65080.	Statutory deadline / timeframe to complete any rezonings, if applicable	N/A	N/A
186	65583.4(b)(2)	The resolution and the findings shall be transmitted to the department together with a detailed budget and schedule for preparation and adoption of the required rezonings, including plans for citizen participation and expected interim action. The schedule shall provide for adoption of the required rezoning within one year of the adoption of the resolution.	Statutory deadline / timeframe to complete any rezonings, if applicable	N/A	N/A
187	65584.0(a)(1)	For the fourth and subsequent revisions of the housing element pursuant to Section 65588, the department shall determine the existing and projected need for housing for each region pursuant to this article. For purposes of subdivision (a) of Section 65583, the share of a city or county of the regional housing need shall include that share of the housing need of persons at all income levels within the area significantly affected by the general plan of the city or county.	AFFH/RHNA	N/A	N/A
188	65584.0(a)(2)	It is the intent of the Legislature that cities, counties, and cities and counties should undertake all necessary actions to encourage, promote, and facilitate the development of housing to accommodate the entire regional housing need, and reasonable actions should be taken by local and regional governments to ensure that future housing production meets, at a minimum, the regional housing need established for planning purposes. These actions shall include applicable reforms and incentives in Section 65582.1.	AFFH/RHNA	H59-H73	Y
189	65584.0(a)(3)	The Legislature finds and declares that insufficient housing in job centers hinders the state's environmental quality and runs counter to the state's environmental goals. In particular, when Californians seeking affordable housing are forced to drive longer distances to work, an increased amount of greenhouse gases and other pollutants is released and puts in jeopardy the achievement of the state's climate goals, as established pursuant to Section 38566 of the Health and Safety Code, and clean air goals.	AFFH/RHNA	N/A	N/A
190	65584.0(b)	The department, in consultation with each council of governments, shall determine each region's existing and projected housing need pursuant to Section 65584.01 at least two years prior to the scheduled revision required pursuant to Section 65588. The appropriate council of governments, or for cities and counties without a council of governments, the department, shall adopt a final regional housing need plan that allocates a share of the regional housing need to each city, county, or city and county at least one year prior to the scheduled revision for the region required by Section 65588. The allocation plan prepared by a council of governments shall be prepared pursuant to Sections 65584.04 and 65584.05.	AFFH/RHNA	N/A	N/A
191	65584.0(c)	Notwithstanding any other provision of law, the due dates for the determinations of the department or for the council of governments, respectively, regarding the regional housing need may be extended by the department by not more than 60 days if the extension will enable access to more recent critical population or housing data from a pending or recent release of the United States Census Bureau or the Department of Finance. If the due date for the determination of the department or the council of governments is extended for this reason, the department shall extend the corresponding housing element revision deadline pursuant to Section 65588 by not more than 60 days.	AFFH/RHNA	N/A	N/A
192	65584.0(d)	The regional housing needs allocation plan shall further all of the following objectives:	AFFH/RHNA	N/A	N/A
193	65584.0(d)(1)	Increasing the housing supply and the mix of housing types, tenure, and affordability in all cities and counties within the region in an equitable manner, which shall result in each jurisdiction receiving an allocation of units for low- and very low income households.	AFFH/RHNA	N/A	N/A
194	65584.0(d)(2)	Promoting infill development and socioeconomic equity, the protection of environmental and agricultural resources, the encouragement of efficient development patterns, and the achievement of the region's greenhouse gas reductions targets provided by the State Air Resources Board pursuant to Section 65080.	AFFH/RHNA	N/A	N/A
195	65584.0(d)(3)	Promoting an improved intraregional relationship between jobs and housing, including an improved balance between the number of low-wage jobs and the number of housing units affordable to low-wage workers in each jurisdiction.	AFFH/RHNA	N/A	N/A
196	65584.0(d)(4)	Allocating a lower proportion of housing need to an income category when a jurisdiction already has a disproportionately high share of households in that income category, as compared to the countywide distribution of households in that category from the most recent American Community Survey.	AFFH/RHNA	N/A	N/A
197	65584.0(d)(5)	Affirmatively furthering fair housing.	AFFH/RHNA	N/A	N/A

198	65584.0(e)	For purposes of this section, "affirmatively furthering fair housing" means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws.	AFFH/RHNA	N/A	N/A
199	65584.0(f)	For purposes of this section, "household income levels" are as determined by the department as of the most recent American Community Survey pursuant to the following code sections:	AFFH/RHNA	N/A	N/A
200	65584.0(f)(1)	Very low incomes as defined by Section 50105 of the Health and Safety Code.	AFFH/RHNA	N/A	N/A
201	65584.0(f)(2)	Lower incomes, as defined by Section 50079.5 of the Health and Safety Code.	AFFH/RHNA	N/A	N/A
202	65584.0(f)(3)	Moderate incomes, as defined by Section 50093 of the Health and Safety Code.	AFFH/RHNA	N/A	N/A
203	65584.0(f)(4)	Above moderate incomes are those exceeding the moderate-income level of Section 50093 of the Health and Safety Code.	AFFH/RHNA	N/A	N/A
204	65584.0(g)	Notwithstanding any other provision of law, determinations made by the department, a council of governments, or a city or county pursuant to this section or Section 65584.01, 65584.02, 65584.03, 65584.04, 65584.05, 65584.06, 65584.07, or 65584.08 are exempt from the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code).	AFFH/RHNA	N/A	N/A
205	65584.09(a)	For housing elements due pursuant to Section 65588 on or after January 1, 2006, if a city or county in the prior planning period failed to identify or make available adequate sites to accommodate that portion of the regional housing need allocated pursuant to Section 65584, then the city or county shall, within the first year of the planning period of the new housing element, zone or rezone adequate sites to accommodate the unaccommodated portion of the regional housing need allocation from the prior planning period.	Rezoning / RHNA	N/A	N/A
206	65584.09(b)	The requirements under subdivision (a) shall be in addition to any zoning or rezoning required to accommodate the jurisdiction's share of the regional housing need pursuant to Section 65584 for the new planning period.	Rezoning / RHNA	N/A	N/A
207	65584.09(c)	Nothing in this section shall be construed to diminish the requirement of a city or county to accommodate its share of the regional housing need for each income level during the planning period set forth in Section 65588, including the obligations to (1) implement programs included pursuant to Section 65583 to achieve the goals and objectives, including programs to zone or rezone land, and (2) timely adopt a housing element with an inventory described in paragraph (3) of subdivision (a) of Section 65583 and a program to make sites available pursuant to paragraph (1) of subdivision (c) of Section 65583, which can accommodate the jurisdiction's share of the regional housing need.	Rezoning / RHNA	H59-H73	Y

ATTACHMENT C

Town of Colma's Findings In Response to Letter from Department of Housing and Community Development
Dated 9/14/22

Page #	Comment From HCD
<p>H-117 to H-133</p>	<p>A. Review and Revision</p> <p>Review the previous element to evaluate the appropriateness, effectiveness, and progress in implementation, and reflect the results of this review in the revised element. (Gov. Code, § 65588 (a) and (b).)</p> <p>A thorough program-by-program review is necessary to evaluate Town's performance in addressing housing goals. As part of this analysis, the element should describe how the goals, policies and programs of the updated element incorporates what has been learned from the results of the previous element. This information and analysis provide the basis for developing a more effective housing program. While many programs were identified as being effective last cycle and will continue without modification, the metrics indicated that the programs were not implemented. The element must state how the programs will be revised to be more effective.</p> <p>In addition, as part of the evaluation of programs in the past cycle, the element must provide an explanation of the effectiveness of goals, policies, and related actions in meeting the housing needs of special needs populations (e.g., elderly, persons with disabilities, large households, female-headed households, farmworkers and persons experiencing homelessness)</p>
<p>H-50 to H-58, H95 to H-116</p>	<p>B. Housing Needs, Resources, and Constraints</p> <p>1. Affirmatively further[ing] fair housing in accordance with Chapter 15 (commencing with Section 8899.50) of Division 1 of Title 2...shall include an assessment of fair housing in the jurisdiction (Gov. Code, § 65583, subd. (c)(10)(A))</p> <p>Fair Housing Enforcement and Outreach: The element must include the Town's ability to provide enforcement and outreach capacity, such as the Town's ability to investigate complaints, obtain remedies, or the Town's ability to engage in fair housing testing. The analysis should also clarify if the Town provides fair housing information in a variety of languages. While the element currently states that no fair housing complaints were filed in the Town of Colma between the years 2017-2021, it also states that outreach could be improved. A program should be added to address needed improvements and provide fair housing outreach throughout the planning period. In addition, the appendix lists many fair housing laws but does not state how the Town complies with those law. If the Town does not currently comply, a program should be added to address this need.</p>
<p>Appendix B: pgs. 16-26</p>	<p>Integration and Segregation: The element includes some data on integration and segregation at the regional and local level; however, additional information is needed. The analysis of race and ethnicity must describe regional trends and patterns over time. While the element included data in a chart in Appendix B1, it should analyze the data provided. In addition, as the Town is in one census tract, the element must supplement this analysis with local knowledge on patterns and geographic trends within the Town. Lastly, the household income graphs demonstrated a significantly higher poverty rate for African Americans in comparison to other ethnicities within the Town, an analysis and program should be added as needed.</p>

<p>Appendix B: pgs. 16-33</p>	<p>Access to Opportunity: While the element provides some information on the access to opportunity, the element must include further analysis on access to economic opportunity and the environment. For example, the element states that the Town scores relatively low on economic access compared to surrounding jurisdictions, the element should include a regional analysis for access to jobs beyond the summary sentence. While the element includes a local analysis in relation to environmental access to opportunity, a regional analysis must also be included.</p>
<p>H19 to H-24, H-40 to H-45, H-50 to H-55, H-95, Appendix B: pgs. 34-39.</p>	<p>Disproportionate Housing Needs and Displacement Risk: The element includes some data on overcrowding, homelessness, and cost-burdened households. While it states that there is potential concentration of cost burden, the element should describe what contributes to the concentration in the identified areas as well as include a regional analysis. The section analyzing homelessness includes data on the regional homeless population but should also include data on the number of homeless individuals in the Town of Colma. The section analyzing displacement should further expand on local analysis regarding vulnerability to displacement as well as potential displacement due to the San Andreas Fault.</p>
<p>H-50 to H-58, H-95 to H-116</p>	<p>Contributing Factors: While the element provided a list of contributing factors, they must also be prioritized and tied to fair housing issues and programs. Contributing factors create, contribute to, perpetuate, or increase the severity of fair housing issues and are fundamental to adequate goals and actions. The analysis shall result in strategic approaches to inform and connect goals and actions to mitigate contributing factors to affordable housing.</p>
<p>H-59 to H-77, Appendix B pg. 40-53</p>	<p>Site Inventory: The element must include an analysis demonstrating whether sites identified to meet the regional housing needs allocation (RHNA) are distributed throughout the community in a manner that affirmatively furthers fair housing. A full analysis should address the income categories of identified sites with respect to location, the number of sites and units by all income groups and how that effects the existing patterns for all components of the assessment of fair housing (e.g., segregation and integration, access to opportunity). The element should also discuss whether the distribution of sites improves or exacerbates conditions. If sites exacerbate conditions, the element should identify further program actions that will be taken to mitigate this (e.g., anti-displacement strategies).</p>
<p>H-50 to H-58, H-95 to H-116</p>	<p>Goals, Priorities, Metrics, and Milestones: Goals and actions must significantly seek to overcome contributing factors to fair housing issues. Currently, the element includes an Affirmatively Furthering Fair Housing (AFFH) Action Plan separate from the element’s policies and programs. If action is being taken on the AFFH Action Plan, this must also be included in the programs section. Programs also need to be based on identified contributing factors, be significant and meaningful. The element must add, and revise programs based on a complete analysis and listing and prioritization of contributing factors to fair housing issues. Furthermore, the element must include metrics and milestones for evaluating progress on programs, actions, and fair housing results.</p> <p>In addition, the Action Plan identified an objective for Action 1.1 which would provide down payment assistance. However, the element must include specific metrics and milestones and specify what providing homebuyer education entails. For Action 2.1 in the Action Plan, the element could include stronger metrics to evaluate the progress of this action prior to 2029 or by including objectives midpoint in the planning period. For more information, please see HCD’s guidance at https://www.hcd.ca.gov/affirmatively-furthering-fair-housing.</p>

<p>H-19 to H-29, Appendix B: pgs. 34-39.</p>	<p>2. Include an analysis and documentation of household characteristics, including level of payment compared to ability to pay, housing characteristics, including overcrowding, and housing stock condition. (Gov. Code, § 65583, subd. (a)(2).)</p> <p>Overpayment: While the element identifies the total number of overpaying households, it must quantify and analyze the number of overpaying households by tenure (i.e., renter and owner) and the lower-income households paying more than 30 percent of their income on housing.</p>
<p>H-19 to H-24, H-44 to H-45, Appendix B: pgs. 34-39.</p>	<p>Extremely Low-Income Households: The element must quantify projected extremely low-income (ELI) households and analyze their housing needs. The analysis of ELI housing needs could consider tenure and rates of overcrowding and overpayment. For additional information, see the Building Blocks at https://www.hcd.ca.gov/extremely-low-income-housing-needs.</p>
<p>H-25 to H-28</p>	<p>Vacancy Rate: While the element provides the overall vacancy rate, it must quantify and analyze the vacancy rate by tenure (i.e., renter and owner).</p>
<p>H-28 to H-29</p>	<p>Housing Stock Conditions: The element identifies the age of the housing stock. However, it must include analysis of the condition of the existing housing stock and estimate the number of units in need of rehabilitation and replacement. For example, the analysis could include estimates from a recent windshield survey or sampling, estimates from the code enforcement agency, or information from knowledgeable builders/developers, including non-profit housing developers or organizations. For additional information, see the Building Blocks at https://www.hcd.ca.gov/housing-stock-characteristics.</p>
<p>H-59 to H-73</p>	<p>3. An inventory of land suitable and available for residential development, including vacant sites and sites having realistic and demonstrated potential for redevelopment during the planning period to meet the locality's housing need for a designated income level, and an analysis of the relationship of zoning and public facilities and services to these sites. (Gov. Code, § 65583, subd. (a)(3).)</p> <p>The Town has a RHNA of 202 housing units, of which 69 are for lower-income households. To address this need, the element relies on vacant sites, nonvacant sites, and nonresidential sites that allow residential uses. To demonstrate the adequacy of these sites and strategies to accommodate the Town's RHNA, the element must include complete analyses:</p>
<p>H-59 to H-73</p>	<p>Sites Inventory: The element must list sites by each property's general plan and zoning designation, describing existing uses for any nonvacant sites and include a calculation of the realistic capacity of each site. While the element includes most requirements, the inventory must list whether each site is vacant or nonvacant, whether it has been identified in the 4th or 5th cycle planning period, as well as the general plan and zoning designations. For additional information and sample sites inventory, see the Building Blocks at https://www.hcd.ca.gov/inventory-of-suitable-land.</p> <p>Pursuant to Government Code section 65583.3, subdivision (b), the Town must utilize standards, forms, and definitions adopted by HCD when preparing the sites inventory. Please see HCD's housing element webpage at https://www.hcd.ca.gov/housing-elements-hcd or a copy of the form and instructions. The Town can reach out to HCD at sitesinventory@hcd.ca.gov for technical assistance. Please note, upon adoption of the housing element, the Town must submit an electronic version of the sites inventory with its adopted housing element to sitesinventory@hcd.ca.gov.</p>

<p>H-59 to H-73</p>	<p>Realistic Capacity: While the element provides assumptions of buildout for sites included in the inventory, it must also provide support for these assumptions. For example, the element should demonstrate what specific trends, factors, and other evidence led to the assumptions. The estimate of the number of units for each site must be adjusted as necessary, based on the land use controls and site improvements, typical densities of existing or approved residential developments at a similar affordability level in that jurisdiction, and on the current or planned availability and accessibility of sufficient water, sewer, and dry utilities. The element also needs to analyze the likelihood that the identified units will be developed as noted in the inventory in zones that allow nonresidential uses (e.g., mixed-use). This analysis should consider whether the mixed-use zone allows for 100 percent commercial or residential development and the likelihood of nonresidential development, performance standards, and development trends supporting residential development. For additional information, see the Building Blocks at https://www.hcd.ca.gov/analysis-of-sites-and-zoning.</p>
<p>H-59 to H-73</p>	<p>Suitability of Nonvacant Sites: While the element identifies nonvacant sites to accommodate the regional housing need for lower-income households, it provides little description of the potential for redevelopment. The element must further describe the methodology used to determine the additional development potential within the planning period. The methodology must consider factors including the extent to which existing uses may impede additional residential development, development trends, market conditions, any existing leases or other contracts that would perpetuate the existing use or prevent redevelopment of the site for additional residential development, and regulatory or other incentives or standards to encourage additional residential development on these sites. (Gov. Code, § 65583.2, subd. (g).) For sites with residential uses, the inventory could also describe structural conditions or other circumstances and trends demonstrating the redevelopment potential to more intense residential uses. For nonresidential sites, the inventory could also describe whether the use is operating, marginal or discontinued, and the condition of the structure or could describe any expressed interest in redevelopment. The element must also address whether the identified environmental and topographical constraints were considered in the suitability of the sites. In addition, the element must provide an analysis of the nonvacant parking lot site listed as an “additional site” on page H-59.</p> <p>In addition, if the housing element relies upon nonvacant sites to accommodate more than 50 percent of the RHNA for lower-income households, the housing element must demonstrate that the existing use is not an impediment to additional residential development in the planning period. (Gov. Code, § 65583.2, subd. (g)(2).) This can be demonstrated by providing substantial evidence that the existing use is likely to be discontinued during the planning period (Gov. Code, § 65583.2, subd. (g)(2). Absent findings (e.g., adoption resolution) based on substantial evidence, the existing uses will be presumed to impede additional residential development and will not be utilized toward demonstrating adequate sites to accommodate the RHNA.</p>
<p>H-82 to H-84</p>	<p>Planned Development Permit: The element indicates that a Planned Development (PD) permit is the best way to develop the sites identified in the inventory. However, it must describe and analyze the permit processing procedures impacts as potential constraints on housing supply and affordability, particularly for residential development affordable to lower-income households. The analysis must address whether the sites can develop at assumed capacity with the base zone, or whether a PD is required to develop at assumed capacity. In addition, the element must address the findings and approval procedures for a PD permit and whether it is discretionary, or a constraint on multifamily development. For additional information, see the Building Blocks at https://www.hcd.ca.gov/processing-permitting-procedures.</p>

H-65 to H-73, H-80	<p>Suitability and Availability of Infrastructure: While the element describes water and sewer infrastructure for some sites, it must demonstrate sufficient water and sewer capacity for all sites. The element must also demonstrate sufficient existing or planned dry utilities supply capacity, including the availability and access to distribution facilities to accommodate the Town’s regional housing need for the planning period (Gov. Code, § 65583.2, subd. (b).). For additional information, see the Building Blocks at http://www.hcd.ca.gov/community-development/building-blocks/site-inventory-analysis/analysis-of-sites-and-zoning.shtml#environmental.</p>
H-59 to H-73, H-80 to H-85	<p>Sites with Zoning for a Variety of Housing Types:</p> <ul style="list-style-type: none"> • Multifamily Zoning: While the element appears to indicate that multifamily developments of up to 6 units is allowed in the R Zone and C Zone with a Conditional Use Permit (CUP), the element must describe zoning that allows for projects greater than six units. In addition, the element must analyze the CUP requirement for multifamily as a potential constraint on housing supply and affordability. The analysis should identify findings of approval for the CUP and their potential impact on development approval certainty, timing, and cost. The element must demonstrate this process is not a constraint or it. For additional information, see the Building Blocks at https://www.hcd.ca.gov/processing-permitting-procedures.
H-40 to H-46, H-104 to H-108, H-126	<ul style="list-style-type: none"> • Emergency Shelters: Program 4.3 allows for an emergency shelter in the Commercial (C) district. However, the element must demonstrate permit processing, development, and management standards are objective and encourage and facilitate the development of, or conversion to, emergency shelters or include a program to do so. In addition, emergency shelters must only be subject to the same development and management standards that apply to residential or commercial development within the same zone except for those standards prescribed by statute. Also, the element must analyze policies and procedures to accommodate Low Barrier Navigation Centers pursuant to AB 101. For additional information, see the Building Blocks at https://www.hcd.ca.gov/zoning-for-a-variety-of-housing-types and HCD’s SB 2 memo at http://www.hcd.ca.gov/community-development/housing-element/housing-element-memos/docs/sb2_memo050708.pdf.
H-4, H-31 to H-32, H-37, H-50 to H-76, H-80, H-95 to H-116, H-124 to H-125	<ul style="list-style-type: none"> • Transitional and Supportive Housing: Transitional housing and supportive housing must be permitted as a residential use in all zones allowing residential uses and only subject to those restrictions that apply to other residential dwellings of the same type in the same zone. (Gov. Code, § 65583, subd. (c)(3).) The element must describe and analyze the Town’s transitional and supportive housing standards and codes and demonstrate consistency with Section 65583(c)(3) or add or revise programs which comply with the statutory requirements. In addition, the element must have policies and procedures to accommodate AB 2162. The element should also describe the Town’s procedure for complying with Government Code section 65651, subdivision. Section 65651 requires jurisdictions to allow supportive housing by right in zones allowing multifamily housing, including mixed-use and nonresidential zones when the development meets certain requirements.
H-44, H-112	<ul style="list-style-type: none"> • Single Room Occupancy (SRO) Units: SROs are an important housing type for extremely low-income households. The element must address where the zoning code allows for SROs.
H-32 to H-45, H-44, H-98, H-112, H-117	<ul style="list-style-type: none"> • Housing for Farmworkers: The element must identify sufficient sites to accommodate the need for farmworker housing and include an analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for agricultural employees, permanent and seasonal. For example, the analysis could describe zoning available to accommodate various housing

	<p>types, such as manufactured homes, apartments, boarding houses, or single-room occupancy units, to address the needs of farmworkers. In addition, the element must demonstrate the zoning is consistent with the Employee Housing Act (Health and Safety Code, § 17000 et seq.), specifically, sections 17021.5 and 17021.6. Section 17021.5 requires employee housing for six or fewer employees to be treated as a single-family of no more than 12 units or 36 beds to be permitted in the same manner as other agricultural uses in the same zone. For additional information and sample analysis, see the Building Blocks at https://www.hcd.ca.gov/farmworkers.</p>
<p>H-4, H-74 to H-76, H-95 to H-116</p> <p>H-74 to H-85</p>	<p>4. An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the types of housing identified in paragraph (1) of subdivision (c), and for persons with disabilities as identified in the analysis pursuant to paragraph (7), including land use controls, building codes and their enforcement, site improvements, fees and other exactions required of developers, and local processing and permit procedures. The analysis shall also demonstrate local efforts to remove governmental constraints that hinder the locality from meeting its share of the regional housing need in accordance with Government Code section 65584 and from meeting the need for housing for persons with disabilities, supportive housing, transitional housing, and emergency shelters identified pursuant to paragraph (7). (Gov. Code, § 65583, subd. (a)(5).)</p> <p>Land-Use Controls: The element must identify and analyze all relevant land use controls impacts as potential constraints on a variety of housing types (e.g., multifamily rental housing, mobilehomes, transitional housing). The analysis must also evaluate the cumulative impacts of land use controls on the cost and supply of housing, including the ability to achieve maximum densities and cost and supply of housing. The analysis should also describe past or current efforts to remove identified governmental constraints. The element must also address whether three stories are possible within the 36-foot height limit in the R and C zones and whether garages are required within the front setback. The element should include programs to address or remove the identified constraints. In addition, the element must describe what uses are allowed in each zone, including the mixed-use zone and the commercial overlay.</p>
<p>H-58, H-76 to H-79</p>	<p>Parking: The element states that 1.5 parking spaces are required for studio and one-bedroom units. The element also states that the PD process could be utilized to remove the potential constraint. Requiring a discretionary process to remove an identified constraint should be addressed and the element should include a program to address the parking requirements.</p>
<p>H-86 to H-94, H-115</p>	<p>Zoning and Fees Transparency: The element must clarify its compliance with new transparency requirements for posting all zoning and development standards as well as inclusionary requirements for each parcel on the jurisdiction's website pursuant to Government Code section 65940.1(a)(1).</p>
<p>H-86 to H-94,</p>	<p>Fees and Exaction: While the element describes some fees, it must describe all required fees for single family and multifamily housing development, including impact fees, and analyze their impact as potential constraints on housing supply and affordability. The element also demonstrates that fees for multifamily developments are significantly higher than single-family fees on a per unit basis. The element must include a program to address this constraint.</p>
<p>H-74 to H-85, H-101, H-102 to H-103,</p>	<p>Local Processing and Permit Procedures: While the element describes some of the use permit procedures, it must further describe and analyze the Town's permit processing and approval procedures by zone and housing type (e.g., multifamily rental housing, mobilehomes, housing for agricultural employees, supportive housing). The analysis must evaluate the processing and permit procedures' impacts as potential constraints on housing supply and affordability. For example, the analysis should consider processing and approval procedures and time for typical single- and multi-family developments,</p>

<p>H-104 to H-107</p>	<p>including type of permit, level of review, approval findings and any discretionary approval procedures. The element should describe the average processing time for both single and multifamily developments. In addition, as stated above the element must also describe and analyze the findings and approval procedures for a conditional use permit for multifamily projects and planned development process for development of sites. In addition, the element should describe the development standards for mixed-use zones. Lastly, the element must describe its streamlined, ministerial approval process pursuant to SB 35. For additional information and sample analysis, see the Building Blocks at https://www.hcd.ca.gov/processing-permitting-procedures.</p>
<p>H-67, H-69, H-94, H-104, H-115</p>	<p>Inclusionary Housing: The element must further describe and analyze the inclusionary housing requirements and their impacts as potential constraints on the development of housing for all income levels, specifically on housing supply and affordability. The analysis must evaluate the inclusionary policy's implementation framework, including levels of mandated affordability and the types of options and incentives offered to encourage and facilitate compliance with the inclusionary requirements. For rental inclusionary housing provisions, the analysis should demonstrate consistency with requirements of Government Code section 65680 (g) which requires provision of alternative means of compliance that may include, but are not limited to, in-lieu fees, land dedication, off-site construction, or acquisition and rehabilitation of existing units. The Town could engage the development community to facilitate this analysis.</p>
<p>H-78, H-82, H-84, H-95, H-98 to H-99, H-101, H-119 to H-120</p>	<p>Design Review: The element must describe and analyze the design review guidelines and process, including approval procedures and decision-making criteria, for their impact as potential constraints on housing supply and affordability. For example, the analysis could describe required findings and discuss whether objective standards and guidelines improve development certainty and mitigate cost impacts. The element must demonstrate this process is not a constraint or it must include a program to address this permitting requirement, as appropriate.</p>
<p>H-53, H-102</p>	<p>Current Density Bonus: The Town's current density bonus ordinance should be reviewed for compliance with current state density bonus law. (Gov. Code, § 65915.) A copy of the current law is available on HCD's website at http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=65915.&lawCode=GOV. For additional information and a sample ordinance, see the Building Blocks at https://www.hcd.ca.gov/assist-in-the-development-of-housing.</p>
<p>H-32 to H-45, H-50 to H-58, H-74 to H-76, H-95 to H-117</p>	<p>Constraints on Housing for Persons with Disabilities: The element must include an analysis of zoning, development standards, building codes, and process and permit procedures as potential constraints on housing for persons with disabilities. For example, the analysis must describe any zoning code definitions of family and any spacing or concentration requirements for housing for persons with disabilities. The element must also describe and demonstrate the Town has a reasonable accommodation process and procedure for providing exception in zoning and land use or include a program to do so. (Gov. Code, § 65583, subd. (c)(1)(3).) For additional information and sample analysis, see the Building Blocks at https://www.hcd.ca.gov/constraints-for-people-with-disabilities.</p> <p>In addition, the element must describe and analyze whether residential care facilities serving six or fewer persons are permitted in all residential zones. The element must also describe and analyze the process for residential care facilities serving seven or more persons. As a potential constraint on housing for persons with disabilities, the element should add or modify programs as appropriate to ensure zoning permits group homes objectively with approval certainty.</p>

H-27	<p>Local Ordinances: The element must further specifically analyze locally adopted ordinances, such as but not limited to, inclusionary ordinances or short-term rental ordinances, that directly impact the cost and supply of residential development.</p>
H-65, H-66, H-80 to H-83, H-91 to H-93	<p>Water Sewer Priority: For your information, water and sewer service providers must establish specific procedures to grant priority water and sewer service to developments with units affordable to lower-income households. (Gov. Code, § 65589.7.) Local governments are required to immediately deliver the housing element to water and sewer service providers. HCD recommends including a cover memo describing the Town’s housing element, including the Town’s housing needs and regional housing need. For additional information and sample cover memo, see the Building Blocks at https://www.hcd.ca.gov/priority-for-water-and-sewer.</p>
H-4 to H-5, H-32, H-65 to H-73, H-79, H-96, H-97	<p>5. An analysis of potential and actual nongovernmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the availability of financing, the price of land, the cost of construction, the requests to develop housing at densities below those anticipated in the analysis required by subdivision (c) of Government Code section 65583.2, and the length of time between receiving approval for a housing development and submittal of an application for building permits for that housing development that hinder the construction of a locality’s share of the regional housing need in accordance with Government Code section 65584. The analysis shall also demonstrate local efforts to remove nongovernmental constraints that create a gap between the locality’s planning for the development of housing for all income levels and the construction of that housing. (Gov. Code, § 65583, subd. (a)(6).)</p> <p>The element must describe and analyze the availability of financing, the price of land, and cost of construction as a potential constraint on housing production. When analyzing the availability of financing, the element could consider other relevant factors such as down payment assistance to lower-income households and homeowner association fees. For additional information, see the Building Blocks at: https://www.hcd.ca.gov/projected-housing-needs-rhna.</p> <p>Developed Densities and Permit Times: The element must be revised to include analysis of requests to develop housing at densities below those anticipated, and the length of time between receiving approval for a housing development and submittal of an application for building permits that potentially hinder the construction of a locality’s share of the regional housing need.</p>
H-95 to H-116	<p>C. Housing Programs</p> <p>1. Include a program which sets forth a schedule of actions during the planning period, each with a timeline for implementation, which may recognize that certain programs are ongoing, such that there will be beneficial impacts of the programs within the planning period, that the local government is undertaking or intends to undertake to implement the policies and achieve the goals and objectives of the Housing Element through the administration of land use and development controls, the provision of regulatory concessions and incentives, and the utilization of appropriate federal and state financing and subsidy programs when available. The program shall include an identification of the agencies and officials responsible for the implementation of the various actions. (Gov. Code, § 65583, subd. (c).)</p> <p>Programs must demonstrate that they will have a beneficial impact within the planning period. Beneficial impact means specific commitment to deliverables, measurable metrics or objectives, definitive deadlines, dates, or benchmarks for implementation. Deliverables should occur early in the planning period to ensure actual housing outcomes. To address the program requirements of Government Code</p>

section 65583, subdivision (c)(1-6), and to facilitate implementation, all programs should be evaluated to ensure inclusion of the following:

- a description of the Town's specific role in Implementation.
- definitive implementation timelines.
- objectives, quantified where appropriate.
- identification of responsible agencies and officials.
- programs containing unclear language (e.g., "Evaluate"; "Consider"; "Encourage"; etc.) should be amended to include more specific and measurable actions.

Programs to be revised include the following:

- Program 1.1 (Manufactured Housing Design Standards): The program must clearly include an action to complete as well as proactive outreach.
- Program 2.2 (Accessory Dwelling Units (ADU)): The program must be revised to describe how often outreach will occur. In addition, the program states that incentives will be provided if ADU assumptions are not met, but the element does not include any ADU assumptions. The program must clarify what incentives will be implemented as well as the timing of the survey and outreach materials.
- Program 3.2 (Density Bonus Provisions for Affordable Housing): The program must clarify whether the Town's density bonus ordinance is currently compliant with state law. If the ordinance was last updated in 2005, the program must commit to updating the density bonus ordinance for compliance with state law within one year of the start of the planning period.
- Program 3.3 (High-Density Housing Near Colma and South San Francisco BART Stations): This program must clarify implementation and timing of the actions.
- Program 3.4 (Planner Responsibility to Promote Affordable Housing and Mixed-Use): This program should include proactive outreach and list potential incentives. The program should also clarify the implementation action.
- Program 3.5 (Planned Development Zoning Provisions for Single Family Attached Development): This program should clarify the purpose and action of the program.
- Program 3.7 (Inclusionary Housing): This program should clarify the implementation action as well as the timing of implementation.
- Program 3.8 (Development Agreement): This program must clarify when public benefits are required, as well as whether the requirements are currently in place or need to be implemented. If the requirements are not currently in place, the program must include timing to implement the requirements.
- Program 3.9 (Funding District): The program must clarify the action as well as whether additional fees will be added.
- Program 4.1 (Reasonable Accommodations Ordinance Public Information, Ordinance Amendment and Monitoring): This program must include specific timing for implementation.
- Program 4.2 (Senior Housing): This program should include preservation of at-risk properties. The program must also include a specific implementation action as well as timing for implementation.

	<ul style="list-style-type: none"> • Program 4.3 (Emergency Shelters): This program must clarify what will be implemented. In addition, it must clarify whether the description of emergency shelters is already in place or needs to be implemented. • Program 4.4 (Inform Local Developers of Opportunities to Provide Transitional and Supportive Housing): The element must clarify what the implementation action is regarding transitional and supportive housing. If the Town does not comply with state law for transitional and supportive housing, this program must be implemented within the first year of the planning period. In addition, the program should include timing of outreach. • Program 4.5 (Transitional and Supportive Housing): The program must clarify the implementation action and timing. • Program 4.6 (Reach Out to Local Service Providers): The program should state when the program will be developed and how often outreach will occur. The program should also clarify what actions will be taken. • Program 5.1 (Knowledgeable Housing Referral): The program should include specific actions, implementation timing, and proactive outreach. • Program 5.2 (Human Investment Project Support): This program should include specific timing for proactive outreach. • Program 5.3 (Section 8 Rental Assistance): This program should include timing of how often outreach will occur. • Program 5.4 (Housing Recordkeeping): The program must clarify the action as well as whether units will be surveyed for condition. • Program 5.5 (Address needs of Extremely Low-Income Households): The program should include an implementation of actions or results after the identified meetings. • Program 6.1 (Greenbuilding Regulations for Residential Uses): This program should be revised to implement after the study is completed. The program must also clarify when the study will be completed. • Program 6.2 (Encourage Use of Energy Conservation Measures): This program should include proactive outreach and timing for outreach. • Program 7.1 (Rebuilding Together Peninsula): This program should clarify how often it will be implemented during the planning period. • Program 7.2 (Neighborhood Improvement): This program should include timing for what will be considered. In addition, the program must clarify whether it includes a crime free ordinance. If so, it should be analyzed as a constraint on fair housing. The program should also clarify what action is being implemented if the element states that it is complete.
H-101	<p>2. Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory completed pursuant to paragraph (3) of subdivision (a) without rezoning, and to comply with the requirements of Government Code section 65584.09. Sites shall be identified as needed to facilitate and encourage the development of a variety of types of housing for all income levels, including multifamily rental housing, factory-built housing, mobilehomes, housing</p>

	<p>for agricultural employees, supportive housing, single-room occupancy units, emergency shelters, and transitional housing. (Gov. Code, § 65583, subd. (c)(1).)</p> <p>As noted in Finding B3, the element does not include a complete site analysis, therefore, the adequacy of sites and zoning were not established. Based on the results of a complete sites inventory and analysis, the Town may need to add or revise programs to address a shortfall of sites or zoning available to encourage a variety of housing types. In addition, the element should be revised as follows:</p> <p>Program 3.1 (Planned Development Districts and Mixed Use) and 3.6 (Ensure No Net Loss of Required Units): These programs must clarify whether they are rezone programs for identified sites. If a rezone is required, the program must include a program(s) to identify sites with appropriate zoning to accommodate the regional housing need within the planning period. (Gov. Code, § 65583.2, subd. (h) and (i).). If a rezone is not needed to accommodate the RHNA, the program must clarify the implementation component of this program. In addition, Program 3.6 must clarify which three sites it applies to as well as timing of implementation.</p>
H-62 to H-73	<p>Previously Identified Nonvacant and Vacant Sites: If nonvacant sites identified in a prior adopted housing element or vacant sites identified in two or more consecutive planning periods, the sites are inadequate to accommodate housing for lower-income households unless:</p> <ul style="list-style-type: none"> • The site’s current zoning is appropriate for the development of housing affordable to lower-income households by either including analysis or meeting the appropriate density. See Government Code section 65583.2, subdivision (c)(3), and • The site is subject to a housing element program that requires rezoning within three years of the beginning of the planning period to allow residential use by right for housing developments in which at least 20 percent of the units are affordable to lower income households (Gov. Code, § 65583.2, subd. (c).).
H-57, H-58, H-97, H-98	<p>Accessory Dwelling Units: While the element includes Program 2.1 (Second Unit Ordinance), the program must be revised to allow ADUs consistently with state law.</p>
H-95 to H-116	<p>3. The Housing Element shall contain programs which assist in the development of adequate housing to meet the needs of extremely low-, very low-, low- and moderate-income households. (Gov. Code, § 65583, subd. (c)(2).)</p> <p>The element must include a program(s) with specific actions and timelines to assist in the development of housing for extremely low-income (ELI) households. While the element includes Program 5.5 to meet with property owners and non-profit builders, it is unclear how this program will result in the development of housing for ELI households. The program should specific the specific actions and outcomes and could further commit the City to adopting priority processing, granting fee waivers or deferrals, modifying development standards, granting concessions and incentives for housing developments that include units affordable to extremely low-income households; assisting, supporting or pursuing funding applications; and outreach and coordination with affordable housing developers. In addition, the element must include a program(s) to address the Town’s special needs populations. The program should include specific actions to assist housing for persons with special needs (e.g., farmworkers, homeless, and persons with disabilities, including developmental disabilities).</p>
H-95 to H-116	<p>4. Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities. The program shall remove constraints to, and</p>

	<p>provide reasonable accommodations for housing designed for, intended for occupancy by, or with supportive services for, persons with disabilities. (Gov. Code, § 65583, subd. (c)(3).)</p> <p>As noted in Findings B4 and B5, the element requires a complete analysis of potential governmental and nongovernmental constraints. Depending upon the results of that analysis, the Town may need to revise or add programs and address and remove or mitigate any identified constraints.</p> <p>Program to Mitigate Nongovernmental Constraints: The element must be revised to include a program that mitigates nongovernmental constraints that create a gap in the jurisdictions ability to meet RHNA by income category (Gov. Code, § 65583.2, subd. (c)(3).).</p>
H-95 to H-97, H-114, H-116	<p>5. The Housing Element shall include programs to conserve and improve the condition of the existing affordable housing stock. (Gov. Code, § 65583, subd. (c)(4).)</p> <p>The element must include a program(s) to conserve and improve the condition of the existing stock, which may include addressing the loss of dwelling units. A program could provide grants for substantial rehabilitation, provide matching grants for homeowner improvements, or implement proactive code enforcement program. For additional information and a sample program, see the Building Blocks’ at https://www.hcd.ca.gov/improve-and-conserve-the-existing-housing-stock.</p>
H-50 to H-58, H-95 to H-116 Appendix B pg. 40-53	<p>6. Promote and affirmatively further fair housing opportunities and promote housing throughout the community or communities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability, and other characteristics protected by the California Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3 of Title 2), Section 65008, and any other state and federal fair housing and planning law. (Gov. Code, § 65583, subd. (c)(5).)</p> <p>The element must include actions that promote AFFH opportunities as stated in Finding B1. For example, the element could include a program committing to implement Government Code section 8899.50, subdivision (b) which requires the City to administer its programs and activities relating to housing and community development in a manner to AFFH and take no action that is materially inconsistent with its obligation to AFFH. Programs should address enhancing housing mobility strategies; encouraging development of new affordable housing in high resource areas; improving place-based strategies to encourage community conservation and revitalization, including preservation of existing affordable housing; and protecting existing residents from displacement. The programs should also include metrics and milestones for evaluating progress on programs, actions, and fair housing results</p>
H-116	<p>D. Quantified Objectives</p> <p>Establish the number of housing units, by income level, that can be constructed, rehabilitated, and conserved over a five-year time frame. (Gov. Code, § 65583, subd. (b)(1 & 2).)</p> <p>The element must include quantified objectives to establish an estimate of housing units by income category that can be constructed, rehabilitated, and conserved over the planning period. While the element includes these objectives by income group for very low-, low-, moderate- and above-moderate income, the element must also include objectives for extremely low-income households. In addition, the element must include objectives for rehabilitation as well as conservation/preservation.</p>
H-46 to H-50, H-115	<p>E. Public Participation</p>

	<p>Local governments shall make a diligent effort to achieve public participation of all economic segments of the community in the development of the Housing Element, and the element shall describe this effort. (Gov. Code, § 65583, subd.(c)(9).)</p> <p>While the element includes a summary of the public participation process, it must also describe how public comments were considered and incorporated into the element.</p>
H-7, H-99	<p>F. Consistency with General Plan</p> <p>The housing element shall describe the means by which consistency will be achieved with other general plan elements and community goals. (Gov. Code, § 65583, subd. (c)(7).)</p> <p>The housing element affects a locality’s policies for growth and residential land uses. The goals, policies and objectives of an updated housing element may conflict with those of the land-use, circulation, open space elements as well as zoning and redevelopment plans. The general plan is required to be “internally consistent.” As part of the housing element update, the Town should review the general plan to ensure internal consistency is maintained. In addition, The Town should consider an internal consistency review as part of its annual general plan implementation report required under Government Code section 65400.</p>





2023-2031 Housing Element

TOWN OF COLMA
Adoption Draft January 2023

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INTRODUCTION

Section 65302(c) of the California Government Code requires every county and city in the state to include a housing element as part of their adopted general plans. In stipulating the content of this element, Article 10.6 of the Government Code indicates that the element shall consist of “an identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing.” Housing Element Law mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community.

PURPOSE OF THE HOUSING ELEMENT

The purpose of the 2023 Housing Element of the Town of Colma General Plan is:

- to plan for the Town’s housing needs;
- establish the housing-related goals, objectives, and programs necessary to allow for development;
- encourage development and maintenance of housing for all economic segments of the community over the 2023 – 2031 planning period.

The Housing Element is designed to comply with State Housing Element Law and guidelines for the preparation and adoption of Housing Elements.

SETTING, CONTEXT AND HOUSING NEED

Colma’s location just south of San Francisco and Daly City makes it a desirable and slightly more affordable location to live in than San Francisco, with easy transit into San Francisco from the Colma and South San Francisco BART stations. Colma is also a regional shopping destination for automobiles and retail goods. Colma has limited land available for new development given that about 75% of its two square miles is devoted to cemetery land uses.

The San Francisco Bay Area continues to be one of the most desirable and expensive real estate markets in the country. Despite the economic downturn and lowering of housing prices that began in 2008, rents generally continued to rise throughout the region. Housing sale prices have regained losses associated with the recession, and most Bay Area homes are too expensive for families with average household incomes. Despite its small size and limited land resources, opportunities exist within Colma to provide new and affordable housing with good

transit access. rise The San transit and lowering of housing prices that began in 2008, rents general transit access.

In a collaborative process, the 20 cities of San Mateo County and the County of San Mateo formed a countywide “Sub-region,” an ad-hoc joint powers authority formed to specifically administer the Association of Bay Area Governments’ (ABAG) Regional Housing Needs Allocation (RHNA) process. From this process, it was determined that Colma’s allocation for the 6th RHNA



cycle is 202 units, 106 of which are allocated as units affordable to moderate, low, and very-low-income households. The RHNA applies to the years 2023 to 2031. A total of 75 units have been developed within Colma since 2015, meeting the 2015-2023 5th cycle RHNA numbers. Colma has the capacity for the 202 units through the development of vacant and underutilized parcels located throughout the Town. Colma’s General Plan and Housing Element includes goals, policies, and programs to encourage and facilitate the development of these units.

Development of an additional 202 units before the close of the planning period is feasible (since the sites are zoned for housing and mixed-use commercial) but construction before the end of the planning period is unpredictable due to the economy. Colma, however, faces significant non-governmental constraints to the development of housing units, the most pressing and unique of which is Colma’s cemetery land uses. Cemetery and related land uses comprise

approximately 75% of the Town's total land area and are considered a historic use in Colma. The Town was originally incorporated to protect cemetery land uses and accommodate the regional need for these uses. Per State law, the dedication of property for cemetery uses makes these lands unavailable for housing projects.

Cemeteries tend to suffer from vandalism when residential uses are built nearby. Furthermore, some cultural groups and individuals may avoid living near cemeteries if possible; however, Colma's cemeteries are easily visible from many development areas within the Town. Cemetery uses also place fiscal constraints on the Town, which receives no tax revenue from cemetery uses or burials. This financial constraint increases the dependence of the Town on its regional commercial and retail uses to fund Town services. Refer to the Governmental Constraints Section and Non-Governmental Constraints Section for more information regarding constraints to residential development in Colma.

CONTENTS AND ORGANIZATION OF THE HOUSING ELEMENT

The contents of the 2023 Housing Element include an analysis of population, employment and housing trends, an evaluation of housing needs, statements of goals and policies, a schedule of programs and actions, and an estimate of the number of housing units the Town expects to be developed, improved, and maintained in the local housing stock. Programs and policies in the 2015 - 2023 Housing Element were evaluated and modified where necessary to reflect changing market conditions and policy priorities. The Housing Element is organized into the following sections:

- Introduction to the Housing Element
- Population, Housing and Employment Trends
- Existing and Projected Housing Needs
- Ability to Meet Housing Needs
- Evaluation of Housing Programs
- Housing Program Strategy
- Housing Goals, Policies, and Programs

BACKGROUND AND HISTORY OF THE HOUSING ELEMENT

The Town of Colma has previously adopted several Housing Elements, as follows:

- 1991 Housing Element (1988-1995 Planning Period)
- 1999 Housing Element (prepared with comprehensive General Plan update, 1995-1999 Planning Period)
- 2004 Housing Element (1999-2007 Planning Period)
- 2009 Housing Element (2007-2014 Planning Period; adopted October 2012)
- 2015 Housing Element (2015-2023 Planning Period; adopted January 2015)

When referred to in the text of this document, previous Housing Elements will be referenced primarily by date and title not planning period. This Housing Element is an update and revision of the 2015 Housing Element, adopted in January 2015. The current Housing Element is titled and referenced as the 2023 Housing Element throughout this document. The State of California requires housing element updates at regularly designated time periods, or when a city or town makes any change in its policies, zoning, and land use designations. State law mandates that all cities in the San Francisco Bay Area adopt a compliant housing element by January 31, 2023, which takes into account the housing needs assessment numbers allocated to the respective jurisdiction by ABAG for 2023 through 2031.

To meet this requirement, policies from the 2015 Housing Element were reviewed, projected housing needs of all economic segments of Colma were evaluated, and new policies and programs aimed at the preservation and improvement of housing have been developed.

RELATED PLANS AND PROGRAMS

Relationship to other General Plan Elements

The Housing Element is closely related to the Land Use, Conservation/Open Space, and Circulation Elements of the Town of Colma General Plan.

The Land Use Element sets forth the amount and type of residential development permitted under the General Plan, thereby establishing housing opportunities in Colma. In addition, the Land Use Element contains policies directed at maintaining the existing housing stock, and ensuring the quality of new residential development. The 2040 General Plan Update adopted March 2022, includes a newly created Commercial Overlay Districts with a 40-acre designated area north of Hillside Boulevard and west of Lawndale Boulevard, as well as to a vacant 3.07-acre parcel on the north side of Town, east of El Camino Real and south of the BART railroad track.

The Circulation Element contains policies to minimize traffic spillover into residential neighborhoods and includes complete street considerations for alternate transportation such as transit, bicycling, and walking. The Conservation/Open Space Element establishes policies to minimize the impact of residential development on sensitive resources, such as ecological habitat, and scenic viewsheds.

Finally, the Safety Element sets forth policies to ensure the safety of Colma's housing stock through measures such as the mitigation of environmental hazards as a condition to development.

The Housing Element has been reviewed for consistency with Colma's other General Plan elements, and the policies and programs in this Element reflect the policy direction contained in other parts of the General Plan. As portions of the General Plan are amended in the future, this Housing Element will be reviewed to ensure that internal consistency is maintained – that it is

entirely consistent with the policies and proposals set forth by the Plan. Furthermore Program 1.2 calls for an annual Housing Element implementation review.

Pursuant to Government Code Section 65400, the Town will annually review its progress in implementing this Housing Element and ensure consistency between this Element and the City's other General Plan Elements.

Climate Action Plan

The Town of Colma joins a growing number of California cities which have adopted a Climate Action Plan to reduce greenhouse gas emissions and meet State emission reduction targets. In May 2013, the Town adopted its Climate Action Plan which included programs such as energy efficiency, water conservation, and improved recycling programs for residents and businesses. Colma will also see an increase in bicycle lanes, green business program participation and a new green building program. These programs not only reduce emissions, but they also help residents and businesses save money and conserve natural resources.

The 2023 Housing Element is fully consistent with the Climate Action Plan. Housing Element policies that encourage maintenance and upgrades to existing residences are inherently sustainable since new resources are not used to reconstruct units. New housing units will be required to be constructed with the latest energy water saving standards, which will make them efficient and economical to maintain.

HOPE Plan to End Homelessness

HOPE (Housing Our People Effectively) is a ten-year action plan initiated by San Mateo County that brings together the business, nonprofit, and public sector communities to address the challenging issue of homelessness. This plan reflects the Board of Supervisors' goal that housing should exist in their community for people at all income levels and all generations of families, including those who are extremely low-income or who are homeless. To end homelessness, San Mateo County must follow the housing strategy successfully documented in other communities around the country. The HOPE Plan is built around the following two key strategies:

- Housing - increasing the supply of permanent affordable and supportive housing for people who are homeless and developing strategies to help them move into housing as rapidly as possible;
- Prevention - prevent individuals and families from becoming homeless in the first place by assisting them in maintaining their housing; and
- These goals are consistent with the Town of Colma Housing Element.

Grand Boulevard Initiative

The Grand Boulevard Initiative is a coordinated effort of 19 cities (including the Town of Colma), San Mateo and Santa Clara Counties, and local and regional agencies united to improve

the performance, safety, and aesthetics of El Camino Real. Starting at the northern Daly City boundary (where it is named Mission Street) and ending near the Diridon Caltrain Station in central San Jose (where it is named The Alameda), the initiative brings together, for the first time, all the agencies responsible for the condition, use, and performance of El Camino Real. The Grand Boulevard Initiative looks to transform El Camino Real from a suburban, low-density, strip commercial highway to a vibrant, mixed-use, pedestrian-friendly boulevard and destination that links regional transportation improvements and local economic development efforts.

Within Colma, much of the El Camino Real is dedicated to cemetery uses, and the Town desires development that is respectful of this established land use. However, opportunities exist on the northern edge of Colma for the development of housing, both across the street and adjacent to the Colma BART Station, and to the south on Mission Road.

Plan Bay Area and Priority Development Areas

Plan Bay Area (Plan) is an integrated transportation and land-use strategy through the year 2040 that marks the Bay Area's first nine-county long-range plan to meet the requirements of California's landmark 2008 Senate Bill 375. This bill calls on each of the state's 18 metropolitan areas to develop a Sustainable Communities Strategy (SCS), to accommodate future population growth and reduce greenhouse gas emissions from cars and light trucks. Working in collaboration with cities and counties, the Plan advances initiatives to expand housing and transportation choices, create healthier communities, and build a stronger regional economy.

The Plan was prepared by the Metropolitan Transportation Commission (MTC) and the ABAG and was approved in July of 2013. It is the long-term regional land-use and transportation strategy for the Bay Area, and transportation funding from state and federal sources will be distributed consistent with the plan. In addition, it will be used to determine housing needs allocations for Bay Area jurisdictions, including Colma.

The El Camino Real corridor is in a "Priority Development Area" (PDA) along which most of the new residential development in San Mateo County is expected to be created. The defined ¼-mile buffer encompassing El Camino Real from Daly City to San Jose is a planned PDA to encourage and leverage future growth near transit in existing communities.

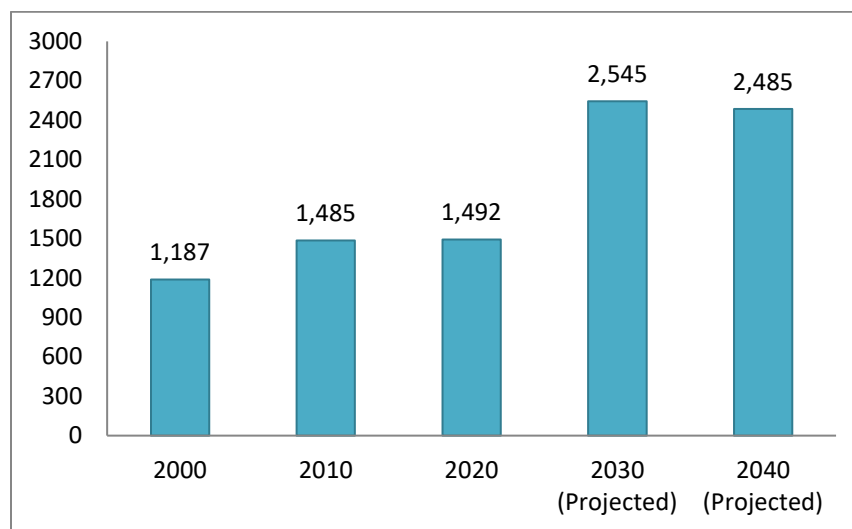
All of Colma's new housing is anticipated to be within the PDA area, on El Camino Real or on Mission Road. By placing new housing in this corridor, residents will benefit from viable transit options for local and regional travel.

POPULATION, HOUSING AND EMPLOYMENT TRENDS

GENERAL DEMOGRAPHICS AND PROJECTIONS SUMMARY

Colma is a town of 1,492 residents, according to US Census, 2020 American Community Survey estimates from January 2013. Between 2010 and 2020, Colma’s small population grew from 1,454 to 1,492 increasing by 38 residents, or 3%. ABAG predicts Colma will continue to grow over the next 20 years, albeit not as rapidly, to reach a population of 2,485 in 2040.

Figure H-1: Colma’s Population Growth



Source: Association of Bay Area Governments, Projections 2040; US Census, 2020 American Community Survey 5-Year Estimates

Table H-1: San Mateo County and State Population Growth

	Number of Residents			Percent Change (from previous decade)		
	Colma	County	State	Colma	County	State
2000	1,187	707,163	33,871,648	8%	9%	14%
2010	1,485	718,451	37,253,956	22%	2%	10%
2020	1,492	765,623	39,346,023	3%	7%	6%
2030 (Projected)	2,545	853,260	x	70%	11%	x
2040 (Projected)	2,485	916,590	x	-2%	7%	x

Source: ABAG, Projections 2040; US Census, 2020 American Community Survey 5-Year Estimates

Colma is more diverse than San Mateo County as a whole. Only 45 percent of the residents are white (compared to well over half in the county/50% of county residents) and 36 percent are Asian. Over the past decade, the white population has increased, while the Asian population has declined. Approximately one quarter OR 25% of the residents are non-white, or more than one race. Additionally, 37 percent of the population is Hispanic. Latino or Hispanic is not a separate racial category on the American Community Survey, so all individuals who identify as Latino or Hispanic also belong to another racial category (i.e. - Black, White, other, etc.).

Table H-2: Race and Ethnicity

Race and Ethnicity	Colma	County	State
White	45%	48%	56%
Black	3%	2%	6%
Asian	36%	29%	15%
Other	10%	11%	14%
More than one Race	7%	8%	8%
Hispanic	37%	24%	39%
Not Hispanic	63%	76%	61%

Source: US Census, 2020 American Community Survey 5-Year Estimates

The average age in Colma has increased notably over the past decade. In 2010 the median age was 31, but in 2020 it was 36. This appears to be due to growth in the 45-59 year old segment of the population, which grew from one-fifth of the total population in 2010, to one-fourth in 2020. Almost 24 percent of Colma's population is comprised of children under 19, and 18 percent of the population includes seniors over the age of 60.

Table H-3: Age of Residents

Age	2010	2020		
	Colma	Colma	County	State
Under 5 years	9%	8%	6%	6%
5 to 19 years	18%	16%	16%	19%
20 to 34 years	33%	24%	20%	22%
35 to 44 years	12%	9%	14%	13%
45 to 59 years	17%	25%	20%	19%
60 to 74 years	8%	12%	15%	12%
75 years and over	3%	6%	7%	6%
Median age	31	36	40	36
Total population	1,454	1,492 *	720,143	37,330,448

Source: US Census, 2020 American Community Survey 5-Year Estimates

HOUSING SAN MATEO COUNTY'S WORKFORCE

INCOME CATEGORIES

The U.S. Department of Housing and Urban Development (HUD) and the California Department of Housing and Community Development (HCD) use household income categories to help standardize analysis of housing needs. The income categories are summarized below and are based on a household's percentage of San Mateo County's Area Median Income (AMI).

Table H-4: Income Category Definitions

Income Category	Definition
Extremely Low	Below 30% of area median income
Very Low	30%-50% of area median income
Low	50%-80% of area median income
Moderate	80%-120% of area median income
Above Moderate	Above 120% of area median income

Source: U.S. Department of Housing and Urban Development

HCD uses the above categories, sometimes with minor adjustments, to establish the annual income limits for San Mateo County, as shown in Table H-5 below.

Table H-5: San Mateo County Income Limits (2021)

Income Category	Number of Persons Per Household (Maximum Income)				
	1	2	3	4	5
Extremely Low	\$38,400	\$43,850	\$49,350	\$54,800	\$59,200
Very Low	\$63,950	\$73,100	\$82,250	\$91,350	\$98,700
Lower Income	\$102,450	\$117,100	\$131,750	\$146,350	\$158,100
Median Income	\$104,700	\$119,700	\$134,650	\$149,600	\$161,550
Moderate Income	\$125,650	\$143,600	\$161,550	\$179,500	\$193,850

Source: HCD State Income Limits 2021 and State CDBG and HOME Income Limits also available at <https://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtm>

Table H-6 shows Plan Bay Area projections (approved November 2018) for housing units, households and local jobs. The following tables are ABAG Projections 2040, which provide more detailed information on household characteristics, types of jobs, etc. ABAG Projections 2040 provide an indicator of trends and conditions in San Mateo County and its jurisdictions.

ABAG Projections 2040 are based on 2015 demographic data taken directly from the U.S. Census. The 2015 employment data are derived from (1) California County-Level Economic

Forecast, 2017-2050, California Department of Transportation, (2) Bay Area Job Growth to 2040: Projections and Analysis, Center for Continuing Study of the California Economy, and (3) U.S. Bureau of Labor Statistics and the U.S. Census Bureau's 2013-2015 ACS.

Table H-6: ABAG/MTC Plan Bay Area Projections for Housing, Households and Jobs (2020-2040)

City	Housing Units		% Change	Households		% Change	Jobs		% Change
	2020	2040		2020	2040		2020	2040	
Atherton	2,560	2,560	0%	2,470	2,460	-1%	2,140	2,165	+2%
Belmont	11,085	11,775	+6%	10,910	11,620	+7%	9,240	9,430	+2%
Brisbane	6,500	6,670	+3%	6,360	6,410	+1%	6,590	16,870	+155%
Burlingame	13,110	14,010	+7%	12,755	13,735	+8%	32,335	42,625	+32%
Colma	860	940	+9%	835	940	+13%	4,070	4,315	+6%
Daly City	34,500	36,360	+5%	33,615	35,775	+6%	18,370	22,480	+22%
East Palo Alto	7,730	8,705	+13%	7,610	8,675	+14%	5,810	6,660	+15%
Foster City	13,310	15,365	+15%	13,055	15,110	+16%	23,700	27,250	+15%
Half Moon Bay	4,790	4,790	+0%	4,590	4,585	-1%	5,290	5,375	+2%
Hillsborough	4,000	4,015	+1%	3,895	3,910	+1%	2,210	2,265	+3%
Menlo Park	15,650	18,045	+15%	15,390	17,680	+15%	36,410	42,475	+17%
Millbrae	8,470	10,050	+19%	8,235	9,725	+18%	6,570	11,595	+76%
Pacifica	14,565	14,800	+2%	14,155	14,520	+3%	6,160	7,115	+16%
Portola Valley	1,855	1,855	+0%	1,800	1,800	0%	1,520	1,520	0%
Redwood City	31,540	38,640	+23%	30,820	38,085	+24%	71,050	86,720	+22%
San Bruno	15,345	18,310	+19%	14,890	17,935	+20%	14,645	14,780	+1%
San Carlos	13,725	14,060	+3%	13,575	13,985	+3%	17,800	19,135	+8%
San Mateo	43,870	51,400	+17%	43,035	50,830	+18%	62,570	68,010	+9%
South San Francisco	22,700	25,715	+13%	22,155	25,305	+14%	46,365	54,230	+17%
Woodside	2,205	2,210	+1%	2,130	2,125	-1%	2,000	1,995	-1%
Unincorporated	22,845	23,480	+3%	21,980	22,755	+4%	24,430	25,045	+3%
County Total	291,195	323,755	+11%	284,260	317,965	+12%	399,275	472,045	+18%
SMC Change (2010-2040)		+32,560			+33,705			+72,770	

Source: Plan Bay Area 2040, Final Forecast of Jobs, Population and Housing

Table H-7: Projections for Population, Households and Total Jobs (2010-2040)

Geographic Area	2010	2015	2020	2025	2030	2035	2040	2010-2040 Change
Bay Area Regional Total								
Population	7,150,740	7,573,915	7,920,230	8,284,200	8,689,440	9,142,745	9,652,950	2,502,210
Households	2,606,290	2,678,810	2,881,965	3,009,055	3,142,015	3,281,130	3,426,700	820,410
Persons Per Household	2.69	2.77	2.69	2.70	2.71	2.73	2.76	+0.07
Employed Residents	3,506,680	3,894,850	4,147,000	4,270,595	4,397,865	4,528,925	4,663,900	1,157,220
Jobs	3,451,820	4,026,060	4,136,190	4,267,760	4,405,125	4,548,565	4,698,375	1,246,555
Jobs/Employed Residents	.98	1.03	.99	.99	1.0	1.0	1.01	+0.03
San Mateo County								
Population	718,450	757,895	796,925	816,460	853,260	878,020	916,590	198,140
Households	257,835	270,715	284,260	290,330	302,520	308,410	317,965	60,130
Persons Per Household	2.75	2.76	2.77	2.78	2.78	2.81	2.84	+0.09
Employed Residents	367,940	396,885	415,275	420,235	433,655	437,190	446,040	78,100
Jobs	347,860	385,770	399,275	415,305	423,005	436,205	472,045	124,185
Jobs/Employed Residents	.95	.97	.96	.99	.98	1.00	1.06	+0.11
% of Bay Area Population	10.0%	10.0%	10.0%	9.8%	9.8%	9.6%	9.4%	-0.6%
% of Bay Area Jobs	10.0%	9.5%	9.7%	9.7%	9.6%	9.6%	10.0%	0%
Colma Planning Area (City Limits)								
Population	1,485	1,485	1,492	2,500	2,545	2,690	2,485	1,000
Households	430	795	835	880	895	935	940	510
Persons Per Household	3.31	2.86	2.82	2.81	2.82	2.85	2.62	-0.69
Employed Residents	1,035	1,175	1,185	1,215	1,225	1,225	1,130	95
Jobs	3,935	4,065	4,070	4,150	4,195	4,270	4,315	380
Jobs/Employed Residents	3.80	3.46	3.43	3.42	3.42	3.49	3.82	+0.02
% of County Population	0.2%	0.2%	0.2%	0.3%	0.3%	0.3%	0.3%	+0.1%
% of County Jobs	1.1%	0.8%	1.1%	0.9%	0.9%	0.9%	0.9%	+0.2%

Source: Plan Bay Area 2040 Model Estimates

Table H-8: Projections for Types of Jobs (2010-2040)*

Job Industry	2010	2015	2020	2025	2030	2035	2040	2010-2040 Change
Bay Area Regional Total								
Agriculture and Natural Resources	22,800	24,990	24,865	24,740	24,620	24,500	24,380	+ 1,580
Mfg, Wholesale and Transportation	525,685	524,475	523,320	522,175	521,025	519,885	518,740	-6,945
Retail	325,645	356,555	364,515	372,655	380,975	389,480	398,175	+ 72,530
Health, Educ. and Recreation Service	998,125	1,112,930	1,178,130	1,247,145	1,320,205	1,397,545	1,479,410	+ 481,285
Financial and Professional Services	817,405	1,138,830	1,174,370	1,211,020	1,248,815	1,287,790	1,327,980	+ 510,575
Information, Government and Construction	733,180	852,355	870,990	890,030	909,490	929,365	949,685	+ 216,505
Total Jobs	3,422,845	4,010,135	4,136,190	4,267,760	4,405,125	4,548,565	4,698,375	+ 1,275,530
Total Employed Residents	3,376,380	4,026,995	4,147,000	4,270,595	4,397,865	4,528,925	4,663,900	+ 1,287,520
San Mateo County								
Agriculture and Natural Resources	2,305	2,475	2,460	2,455	2,450	2,435	2,440	+ 135
Mfg, Wholesale and Transportation	63,720	58,320	55,850	53,595	51,240	49,430	48,305	-15,415
Retail	34,625	36,515	37,530	38,120	39,220	39,420	39,675	+ 5,050
Financial and Professional Services	91,670	124,590	130,365	140,750	145,610	151,195	169,620	+ 77,950
Health, Educ. and Recreation Service	90,695	96,840	104,175	110,690	114,890	120,415	134,400	+ 43,705
Information, Government and Construction	60,325	67,025	68,900	69,695	69,595	73,305	77,605	+ 17,280
Total Jobs	343,335	385,770	399,275	415,305	423,005	436,205	472,045	+ 128,710
Total Employed Residents	332,760	396,885	415,275	420,235	433,655	437,190	446,040	+ 113,280
Ratio of Jobs to Employed Residents (San Mateo Co.)	1.03	.97	.96	.99	.98	.99	1.06	+ 0.03

*Continued on next page

Job Industry	2010	2015	2020	2025	2030	2035	2040	2010-2040 Change
Colma Planning Area (City Limits)								
Agriculture and Natural Resources	0	5	5	5	5	5	5	+5
Mfg, Wholesale and Transportation	160	165	150	150	150	155	155	-15
Retail	2,030	2,075	2,180	2,285	2,325	2,395	2,435	+405
Financial and Professional Service	115	145	140	140	140	140	140	+25
Health, Educ. and Recreation Service	1,180	1,215	1,160	1,135	1,135	1,130	1,135	-45
Information, Government and Construction	430	460	440	440	440	445	450	+20
Total Jobs	3,915	4,065	4,070	4,150	4,195	4,270	4,315	+400
Total Employed Residents	970	1,175	1,185	1,215	1,225	1,225	1,130	+160
Ratio of Local Jobs to Employed Residents	4.04	3.46	3.43	3.42	3.42	3.49	3.82	-0.22

Source: Plan Bay Area 2040 Model Estimates

Though San Mateo County has a robust economy, much of its workforce cannot afford to live within the county. Job growth has been strong, though cyclical, over the past 10 years, and is projected to continue. Housing development has not kept up pace with the growth in local jobs. According to ABAG/MTC Staff and Baird + Driskell Community Planning (Housing Needs Data Report, 2021), the number of homes in Colma increased 15.9%, from 2010 to 2020, which is above the growth rate for San Mateo County and the growth rate of the region's housing stock during that time period.

A home meets the standard definition of affordability if it does not cost more than 30 percent of a household's income. A household that spends more than 30 percent of its gross income on housing is considered to be overpaying for housing. Housing that costs more than 30% of household income is a more acute problem for lower income households since there is less discretionary money for other necessities.

While individual household income conditions vary, an example can be useful to illustrate affordability conditions for a low-income family in San Mateo County. A four-person family, with one parent working full-time as a cook and the other parent working in retail, could afford a monthly rent of about \$1,690 and a home sale price of \$274,650. A single parent family with the adult working as a police officer would be considered moderate income and could afford a monthly rent of about \$2,505 and a home costing \$407,053. Neither of these example households could afford San Mateo County's median condominium, costing \$910, or a single-

family home, which costs \$1,891,500 (SAMCAR). For example, a single-parent family also cannot afford the median county rent of \$2,618.

Other examples of affordable home sales and rents based on occupation are shown in Table H-9 below.

Table H-9: Home Affordability by Occupation (2021)

Occupation	Annual Salary	Affordable Home	Affordable Rent
Elementary School Teacher	\$76,136	\$288,697	\$1,777
Police Officer	\$107,349	\$407,053	\$2,505
Cook	\$33,550	\$127,217	\$783
Retail Salesperson	\$38,883	\$147,440	\$907
Registered Nurse	\$131,263	\$497,731	\$3,063

Source: HCD State Income Limits 2021; www.hsh.com/calc-howmuch.html

Maximum Affordable House Price is based on the following assumptions: 5% interest rate; 30-year fixed loan; 50% Yearly Salary as Down Payment; 1% property tax; PMI, .5% insurance rate; and no other monthly payments/debt.

Colma has more than three times as many jobs as residents, with approximately 4,070 jobs in the Town. Colma serves as a regional shopping destination for retail goods, used and new automobiles, and automobile services. In addition, Colma serves a regional need for cemetery land and associated services. The Town also has a card room, Lucky Chances, which employs over 600 individuals. About 39 percent of workers in the town make between \$1,251 and \$3,333/month, and 40 percent make more than \$3,333 per month. Almost all (93 percent) of the workers in Colma commute in from other cities to work, according to 2020 US Census data. The majority of these jobs are hourly wage from retail and other services, which traditionally are not high-paying types of employment.

According to ABAG projections, Colma can expect to see its workforce increase 10 percent by 2040, with much of that job growth coming from the retail services sector.

Table H-10: Workforce Age, Salary and Education

Category	Colma	County
Jobs by Worker Age		
Age 29 or Younger	26%	20%
Age 30 to 54	46%	58%
Age 55 or Older	28%	22%
Salaries Paid by Jurisdiction Employers		
\$1,250 per Month or Less	21%	13%
\$1,251 to \$3,333 per Month	39%	21%
More than \$3,333 per Month	40%	67%
Jobs by Worker Educational Attainment		
Less than High School	15%	11%
High School or Equivalent, No College	17%	14%
Some College or Associate Degree	24%	22%
Bachelor's Degree or Advanced Degree	18%	34%
Educational Attainment Not Available	26%	19%
Total Workers	4,509	422,723

Source: 2019 U.S. Census On The Map

Note: Educational Attainment Not Available is for workers 29 and younger

HOUSEHOLD TRENDS AND CHARACTERISTICS

In 2020, the estimated number of households within Colma was 480 per US Census data.

OCCUPANCY CHARACTERISTICS

Colma has a relatively large average household size at 3.08 individuals which is an increase from 2.8 in 2010. Households in renter-occupied units tend to be slightly larger at 3.12.

Table H-11 Household Size

Year	Household Size	Colma	County	State
2010	Average Household Size	2.8	2.7	2.4
2020	Average Household Size	3.08	2.87	2.9
	Owners Average Household Size	3.03	2.95	3.0
	Renters Average Household Size	3.12	2.75	2.9

Source: US Census, 2010 American Community Survey 5-Year Estimates
2020 American Community Survey 5-Year Estimates

More than 30 percent of the households in Colma represent families with children. 38 percent of the population consists of families without children, which has increased since 2010. Single people make up 20 percent of households.

Table H-12 Household Type

Household Type	Colma	County	State
Single person	20%	22%	24%
Family no children	38%	38%	34%
Family with children	34%	32%	34%
Multi-person, nonfamily	8%	8%	8%
Total households	485	263,351	13,103,114

Source: 2020 American Community Survey 5-Year Estimates

Overcrowded Households

According to the U.S. Census Bureau, a unit is considered overcrowded if it is occupied by more than 1.01 persons per room (excluding bathrooms and kitchens). Homes with more than 1.5 persons per room are considered severely overcrowded. Overcrowding increases health and safety concerns and stresses the condition of the housing stock and infrastructure.

Colma has a small number of overcrowded homes. Almost 3 percent of owner-occupied homes, or 7 homes, are overcrowded. The vast majority of rental homes are not overcrowded, and zero homes are extremely overcrowded, however, nine total homes are considered overcrowded. The percentage of overcrowded households has decreased since 2010, when close to 15 percent of homes were considered overcrowded.

Table H-13 Number of Overcrowded Units

Occupant	Overcrowded	Occupied Homes	Percent		
			Colma	County	State
Owner	Not overcrowded	222	97%	97%	96%
	Overcrowded	7	3%	2%	3%
	Extremely overcrowded	0	0%	1%	1%
Renter	Not overcrowded	232	96%	85%	87%
	Overcrowded	9	4%	8%	8%
	Extremely overcrowded	0	0%	7%	5%

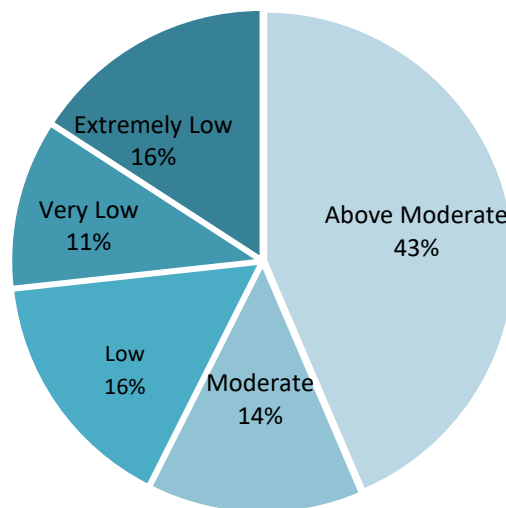
Source: US Census, 2020 American Community Survey 5-Year Estimates

Note: 0-1 people per room is not overcrowded, 1-1.5 people per room is overcrowded, more than 1.5 people per room is extremely overcrowded

Trends in Household Income and Tenure

Colma’s median household income is \$118,750, which is below the countywide average of \$128,091. Just over 40 percent of Colma’s households make more than a moderate income, while 43 percent of Colma’s households are lower income. Sixteen percent of all households are considered low-income, 11 percent are very low income, and 16 percent are extremely low income.

Figure H-2: Households by Income



Source: US Census, 2020 American Community Survey 5-Year

Table H-14: Household Income

Income	Colma	County	State
Under \$25,000	9%	9%	16%
\$25,000 to \$34,999	3%	4%	7%
\$35,000 to \$49,999	3%	6%	10%
\$50,000 to \$74,999	12%	10%	15%
\$75,000 to \$99,999	14%	10%	12%
\$100,000+	59%	61%	40%
Poverty Rate	8.9%	6.7%	12.6%
Total (Estimated Households)	485	263,351	13,103,114
Median Income 2011	\$86,640	\$91,958	\$63,816
Median Income 2020	\$118,750	\$128,091	\$78,672

Source: US Census, 2020 American Community Survey 5-Year Estimates

Note: Adjusted for inflation to 2020 dollars

Table H-15: Households by Income and Tenure

Occupant	Extremely Low Income Level	Very Low Income Level	Low Income Level	Moderate Income Level	Above Moderate Income Level
Owner	20%	50%	66%	38%	64%
Renter	80%	50%	33%	62%	36%
Total	75	50	75	65	210
% of all households	16%	11%	16%	14%	44%

Sources: CHAS Data 2014-2018

HOUSING VALUES AND COSTS

With relatively few homes, housing price data for Colma is hard to come by. According to Zillow data from 2022, the median sale price for a home (including both multi-family and single-



The existing Sterling Park neighborhood was improved to include brick streets, sidewalks, landscaping, lighting, and underground utilities.

family) in Colma is \$1,180,000. While Colma's home prices are below countywide averages for single-family homes, prices for multi-family homes are slightly higher. A median home in Colma is still unaffordable to most households making less than the median income.

Table H-16: Ability to Pay for For-Sale Housing

	Annual Income	Maximum Affordable Home Price	Median Home Sale Price	Affordability Gap
Single Person Household				
Extremely Low Income	\$38,400	\$142,016	\$1,180,000	-\$1,037,984
Very Low Income	\$63,950	\$236,509	\$1,180,000	-\$943,491
Low Income	\$102,450	\$378,895	\$1,180,000	-\$801,105
Median Income	\$104,700	\$387,216	\$1,180,000	-\$792,784
Moderate Income	\$125,650	\$464,697	\$1,180,000	-\$715,303
Four Person				
Extremely Low Income	\$54,800	\$202,669	\$1,180,000	-\$977,331
Very Low Income	\$91,350	\$337,844	\$1,180,000	-\$842,156
Low Income	\$146,350	\$541,253	\$1,180,000	-\$638,747
Median Income	\$149,600	\$553,272	\$1,180,000	-\$626,728
Moderate Income	\$179,500	\$663,853	\$1,180,000	-\$516,147

Source: HCD State Income Limits 2021 and State CDBG and HOME Income Limits www.hsh.com/calc-howmuch.html

Note: Maximum Affordable House Price is based on the following assumptions: 5% interest rate; 30-year fixed loan; 50% Yearly Salary as Down Payment; 1% property tax; PMI, .5% insurance rate; and no other monthly payments/debt.

Extremely limited rental data is available for Colma due to the small number of homes. According to this limited data, Colma's rental prices for one- and two-bedroom apartments are higher than the countywide averages for apartments of a similar size.

Table H-17: Summary of 2022 Rents

Bedrooms	Colma	County
Studio	no data	\$2,025
One Bedroom	\$2,797	\$2,618
Two Bedroom	\$3,627	\$3,469
Three Bedroom	no data	\$4,300
Four Bedroom	no data	\$6,188

Source: Zumper Rent research

Overpayment for Housing

A household that is overpaying for housing if more than 30 percent of their income is spent on rent or mortgage payments. In Figure H-3, data from ABAG shows that more than half of the Colma residents are utilizing less than 30% of their income for housing. 19% of renters and 26% of homeowners are utilizing between 30% and 50% of their income towards housing. While 28% of renters and 13% of homeowners are utilizing more than half of their income towards housing costs. Numbers from this figure show that at least half of the residents in Colma whether renting or owner are not severely cost-burdened related to housing costs.

Figure H-3: Overpayment (Cost Burden) by Tenure



Source: ABAG Housing Needs Data Workbook

According to the Table H-18, approximately 48 percent of Colma residents earning under \$75,000 annually are overpaying for homeownership. 30 percent of those making more than \$75,000 are overpaying for their homes. Almost 95 percent of the lowest income renters, those making under \$35,000, are overpaying on rent, and almost 57 percent of those making under \$75,000 are overpaying as well.

If there is not enough affordable housing in Colma, lower income households may choose to relocate out of the area and commute into the city to work. Those who do live in Colma may need to live in overcrowded homes and have extremely limited finances for other necessities such as food, transportation, and medical care. Extremely low-income households paying more than 50 percent of their income towards housing are at greater risk of becoming homeless.

Table H-18: Households Overpaying for Housing

Occupant	Income	Colma		County	State
		Number	Percent	Percent	Percent
Owner occupied	Less than \$35,000	9	82%	80%	73%
	\$35,000-\$74,999	16	48%	52%	48%
	\$75,000+	58	30%	20%	17%
Renter occupied	Less than \$35,000	40	95%	91%	91%
	\$35,000-\$74,999	16	57%	88%	65%
	\$75,000+	30	19%	23%	15%

Source: US Census, 2020 American Community Survey 5-Year

Note: Excludes Households with no income or cash rent.

HOUSING CHARACTERISTICS

PHYSICAL CHARACTERISTICS

Colma's housing stock has grown even faster than its population. In 2010 Colma had 446 homes, and by 2020 it had 558 homes - an increase of 8%. Most of the homes in Colma are single-family detached buildings. There are two townhome/attached single-family developments and one Veterans housing development with a combined total of 147 units which account for 26% of the total housing units. Close to 47% of the homes in Colma have three bedrooms. 41% of the homes have 1-2 bedrooms.

According to 2020 data from the American Community Survey, Colma has a vacancy rate of 13%. About 14% of those units are vacant for seasonal, recreational or occasional use. The other 86% are classified as "other vacant". The Census Bureau classifies vacant units as "other vacant" if they are vacant due to foreclosure, personal/family reasons, legal proceedings, repairs/renovations, abandonment, preparation for being rented or sold, or vacant for an extended absence for reasons such as a work assignment, military duty, or incarceration. A housing market with a vacancy rate under five percent is considered to be a tight market. Tight markets can lead to high housing prices and thus higher rates of overcrowding.



A remodeled historic single family home (right) and duplex units (top) in Colma's Sterling Park neighborhood.

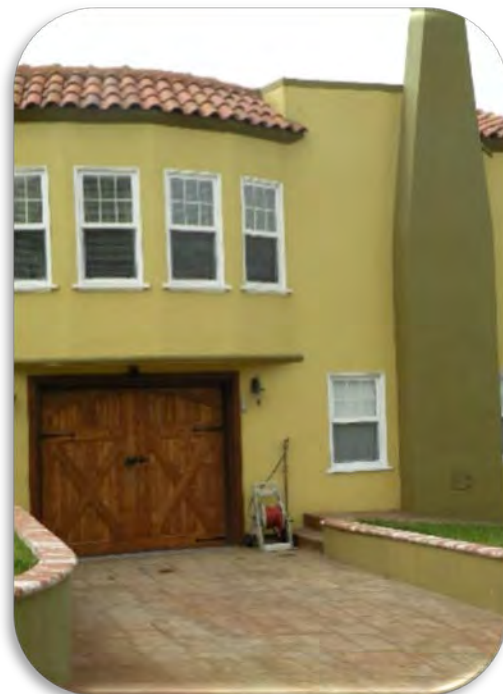
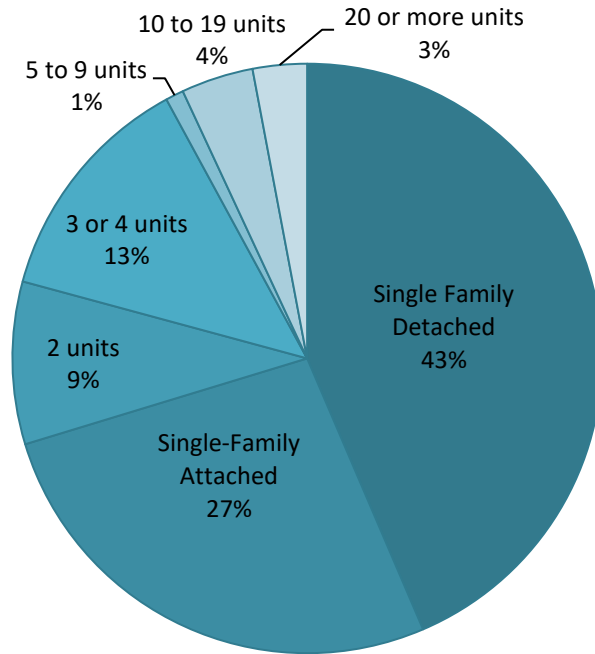


Figure H-4: Building Type Chart



Source: US Census, 2010 American Community Survey 5-Year Estimates

Table H-19: Total Housing Units

Year	Colma		County		State	
	Number	Percent Change	Number	Percent Change	Number	Percent Change
2010	491	no data	270,039	no data	13,552,624	no data
2020	558	17.0%	278,756	3.2%	14,210,945	5%

Source: US Census, 2010 American Community Survey 5-Year Estimates
2010 US Census SF1, 2020 American Community Survey 5-Year Estimates

Table H-20 Tenure Type

Year	Occupant	Colma	County	State
2010	Percent Owners	53.6%	61.1%	57.4%
	Percent Renters	46.4%	38.9%	42.6%
2020	Percent Owners	49.5%	59.9%	55.3%
	Percent Renters	50.5%	40.1%	44.7%

Source: US Census, 2010 American Community Survey 5-Year Estimates
US Census, 2020 American Community Survey 5-Year Estimates

Table H-21: Building Type

Building Type	Colma	County	State
Single-Family Detached	43.9%	56.5%	57.7%
Single-Family Attached	26.7%	8.4%	7.1%
2 units	8.8%	2.5%	2.4%
3 or 4 units	13.1%	4.5%	5.4%
5 to 9 units	0.7%	6.4%	5.9%
10 to 19 units	3.6%	5.9%	5.1%
20 or more units	3.2%	14.7%	12.6%
Mobile Home or Other	0%	1.2%	3.7%
Total	558	278,756	14,210,945

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04, Town of Colma Building Permit records, San Mateo County Assessor's Records

Table H-22: Bedrooms

Bedrooms	Colma	County	State
No bedroom	0%	4.9%	4%
1 bedroom	22.2%	15.2%	4.0%
2 bedrooms	19.2%	25.4%	4.3%
3 bedrooms	46.6%	33.0%	11.8%
4 bedrooms	10.0%	16.8%	19.1%
5 bedrooms	2.0%	4.7%	19.4%
Total	558	278,756	14,210,945

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04.

Vacancy rates in Colma by tenure are shown in Table H-23. While this table shows vacancy rates at 0% for the years 2016 to 2020, there are 63 units that are categorized as other vacant and 10 homes categorized as for seasonal, recreational, or occasional use. The Town does not currently allow for short-term rentals as dwelling units defined in the municipal code as means a building or portion thereof designed or used for occupancy for no fewer than 30 consecutive days by persons living as one household. The 10 vacant homes could be second homes or vacation homes. However, it is uncertain where or what the 63 units categorized as vacant could be. As part of the annual reporting and Program 7.1 Neighborhood Improvement, the Planning Department and Code Enforcement Office will assess where and which units in town appear to be vacant. The City Council decided not to adopt an ordinance on short-term rental because there was minimal concern that it would reduce the housing inventory. Instead, the existing definition of dwelling unit was revised to state that occupancy for no fewer than 30 consecutive days by persons living in a household.

Table H-23: Vacancy Rate 2016-2020

Year	Colma		County		State	
	Homeowner Vacancy	Renter Vacancy	Homeowner Vacancy	Renter Vacancy	Homeowner Vacancy	Renter Vacancy
2016	0%	0%	0.6%	2.6%	1.3%	3.8%
2017	0%	0%	0.6%	3.0%	1.2%	3.6%
2018	0%	0%	0.6%	3.6%	1.2%	3.5%
2019	0%	0%	0.6%	3.9%	1.1%	3.6%
2020	0%	0%	0.7%	4.5%	1.1%	3.7%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04.

HOUSING STOCK CONDITIONS

In addition to issues with affordability and overcrowding, housing can have physical problems such as age or lack of facilities. One of the best ways to assess the condition of the housing stock is through a windshield tour. However, the Census gives some useful information as to the status of housing stock.

Approximately 35% of Colma's housing stock has been built since 2000. This percentage is extremely high; comparatively, approximately nine percent of San Mateo County's housing stock has been built since 2000. 48% of Colma's housing stock was built in the 1950s or earlier. Older housing can be more expensive to maintain and renovate.

Table H-24: Year Structure Was Built

	Colma	County	State
Built in 2014 or more recently	0.4%	2.3%	2.4%
Built in 2010 to 2013	0.0%	1.6%	1.8%
Built in 2000s	34.9%	5.3%	10.9%
Built in 1990s	5.9%	6.2%	11.0%
Built in 1980s	7.3%	9.6%	15.1%
Built in 1970s	2.2%	17.3%	17.5%
Built in 1960s	0.9%	17.2%	13.2%
Built 1950s or Earlier	48.3%	40.5%	30.1%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04

The Census tracks other housing problems, including a lack of plumbing and kitchen facilities. In Colma, the data shows four homes lacking complete kitchen facilities and four homes lacking telephone service in Colma.

Under the Policies, Programs, and Objectives Table, Policy 7 will help identify the condition of existing housing stock and estimate the number of units in need of rehabilitation or replacement. By identifying units that need repair, this policy will help with the conservation of existing housing stock and improve housing conditions for the resident. As a result, the Town can have a better gauge of how many housing units are in disrepair. This policy will be a joint effort between the Planning Department and Code Enforcement Officer.

Table H-25: Number of Potential Housing Problems

	Colma		County	
	Number of Homes	Percent	Number of Homes	Percent
Lacking complete plumbing facilities	0	0.0%	664	0.3%
Lacking complete kitchen facilities	4	0.8%	2,428	0.9%
No telephone service available	4	0.8%	3,384	1.3%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04

BELOW MARKET RATE HOUSING TRENDS AND CHARACTERISTICS

Units offered at rents or sale prices below that which they would command on the open market are referred to as “below-market rate” or BMR units. They are also often referred to as “affordable housing” units. Approximately 47 percent of Colma’s households make more than a moderate income, while 42 percent are lower income. Approximately 18 percent of all households are considered low-income, 11 percent are very low income, and 14 percent are extremely low income.

Creekside Villas consists of 18 units developed by the Town of Colma with monies from the Town’s general fund in the early 1990s. The units, located along El Camino Real, are reserved for senior tenants. The below-market rate rents collected from these housing units are paid into the general fund. Creekside Villas is considered low risk for market rate conversion and do not currently have an expiration date for conversion.

In the last housing cycle, Veterans Village, a 65-unit affordable housing development for Veterans was built and completed using National Equity Fund (NEF) invested Housing Credit equity. Currently, 31 units are allotted for very low-income households, and 34 units are for low income households. This property is considered a Low Income Housing Tax Credit property (LIHTC), is considered low for market rate conversion and the current agreement will not expire until 2071.

POTENTIAL LOSS OF SUBSIDIZED UNITS

Government Code Section 65583 requires local jurisdictions to address the potential conversion of multi-family rental housing that receives governmental assistance under federal programs, state and local multi-family revenue bond programs, or local density bonus programs to no low-income housing use. There are no locally subsidized units at risk in Colma, as the Town has not issued mortgage revenue bonds, has not approved any density bonus units with financial assistance, and has not assisted multi-family housing with redevelopment or CDBG funds.

HOUSING NEEDS

DETERMINATION OF HOUSING NEEDS

The Regional Housing Needs Allocation (RHNA) process addresses housing needs across income levels for each jurisdiction in California. All of the Bay Area's 101 cities and nine counties are given a share of the Bay Area's total regional housing need. The Bay Area's regional housing need is allocated by the California Department of Housing and Community Development (HCD) and finalized through negotiations with the Association of Bay Area Governments (ABAG). San Mateo County jurisdictions, through a unique process different from other Bay Area counties, collaboratively developed a formula to divide up San Mateo County's overall housing allocation among the 21 jurisdictions in the county.

Table H-26: Regional Housing Needs Allocation (2023-2031) – 6th Cycle

	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Total
Atherton	94	54	56	144	348
Belmont	448	281	283	733	1,785
Brisbane	317	183	303	785	1,588
Burlingame	863	497	529	1,368	3,257
Colma	44	25	37	96	202
Daly City	1,336	769	762	1,971	4,838
East Palo Alto	165	95	159	419	829
Foster City	520	299	300	777	1,896
Half Moon Bay	181	104	54	141	480
Hillsborough	155	89	87	223	554
Menlo Park	740	426	496	1,284	2,946
Hillsborough	575	331	361	932	2,199
Pacifica	538	310	291	753	1,892
Portola Valley	73	42	39	99	253
Redwood City	1,115	643	789	2,041	4,588
San Bruno	704	405	573	1,483	3,165
San Carlos	739	425	438	1,133	2,735
San Mateo	1,777	1,023	1,175	3,040	7,015
South San Francisco	871	502	720	1,863	3,956
Woodside	90	52	52	134	328
Unincorporated SMC	811	468	433	1,121	2,833

Source: Association of Bay Area Governments, Final RHNA Allocation Report 2023-2031

According to the RHNA, Colma will need to ensure there is land available for a total of 202 new units between 2023 and 2031. Approximately 48 percent of those units will be for households making more than moderate income, 18 percent will be for households making moderate income, 12 percent for low-income, and 22 percent for very low income.

The housing policies and programs set forth in this document are intended to reach the local housing objective of 202 units within the 2023 to 2031 period.

SPECIAL HOUSING NEEDS

Certain groups have greater difficulty in finding decent, affordable housing due to their special circumstances. Special circumstances may be related to employment and income, family characteristics, disability, and/or household characteristics.

State Housing Element law states that special needs groups include the following: senior households, disabled persons, developmentally delayed persons, large households, female-headed households with children, students, homeless persons, and farmworkers. This section provides a discussion of the housing needs facing each group.

Currently, the Zoning Code allows for multiple dwelling units of up to six units such as residential care facilities with a Use Permit in residential, commercial, and planned development zones provided that the residential density does not exceed that specified in the Colma General Plan. This process involves review from the Planning, Building, Engineering/Public Works, and Colma Fire Protection District. Once the departments review the application, the project will have to go up to City Council for approval. For dwelling units over seven, the project must be either in a PD zone or re-zone to a PD. This process could provide a constraint of housing for persons with disabilities, as this involves a discretionary process. With the establishment of the new Housing Element Zoning overlay, the barriers to this type of housing are removed.

HOUSING NEEDS FOR SENIOR RESIDENTS

Seniors face many housing challenges as they age, including a fixed budget, higher medical costs, and greater likelihood of disabilities. According to the US Census 2020 American Community Survey, it is estimated that 13.9% of Colma's population is over the age of 65 (about 208 individuals).

The Town of Colma owns 18 Senior Housing Units, located on El Camino Real



Roughly 25% of the seniors in Colma have incomes higher than \$100,000, but almost half the seniors have an income below \$50,000. The US Census 2020 American Community Survey estimates that approximately 20% of the population over the age of 65 in Colma is in poverty.

Seniors in Colma, like seniors in San Mateo County at large, are significantly more likely to be homeowners than renters. Thus, housing concerns for seniors in Colma might include retrofits to allow seniors to age in place (stay in their current home as they get older). Often, homeownership means greater housing security. According to ABAG MTC, all seniors making less than 30% of AMI are spending the majority of their income on housing. For seniors making more than 100% of AMI, 46.2% spend less than 30% of their income on housing and are considered as not cost-burdened by housing costs.

As the large baby boomer population ages, Colma, like the rest of San Mateo County, is expected to see a growing senior population. According to the “Key Housing Trends in San Mateo County” document, the County can expect to see a 76% increase in the number of seniors. A key challenge in the coming years will be how to accommodate the needs of aging residents. For more information about senior trends and preferences, refer to the 2013 “Key Housing Trends in San Mateo” report in Appendix A.

Table H-27: Senior Households by Tenure (2020)

	Occupant	Colma	County	State
All Ages	Owners	49.5%	59.9%	55.3%
	Renters	50.5%	40.1%	44.7%
	Total	485	263,351	13,103,114
Age 65-74	Owners	54.3%	79.2%	75%
	Renters	45.7%	20.7%	25%
	Total	35	37,482	1,834,659
Age 75-84	Owners	57.7%	80.6%	75%
	Renters	42.3%	19.3%	25%
	Total	52	20,016	922,510
Age 85 +	Owners	62.5%	74.3%	68.3%
	Renters	37.5%	25.6%	31.7%
	Total	8	11,465	441,681

Source: US Census, 2020 American Community Survey 5-Year Estimates

Notes: Seniors are age 65 +

PEOPLE LIVING WITH DISABILITIES

People with disabilities face many challenges when looking for housing. There is a limited supply of handicap accessible, generally affordable housing, and the supply is especially tight

near transit. Being near transit is important because many people with disabilities cannot drive. People with disabilities are also often extremely low-income due to the challenge of securing long-term employment and higher medical bills. Additionally, some people with disabilities, particularly developmental disabilities, have lived with their parents and often do not have rental or credit history. This makes it harder for them to compete for the limited housing that is available.

PEOPLE WITH DEVELOPMENTAL DISABILITIES

SB 812 requires Housing Elements to include an analysis of the special housing needs of people with developmental disabilities. Additionally, SB 812 requires that individuals with disabilities receive public services in the least restrictive, most integrated setting appropriate to their needs.

The State Welfare and Institutions Code (Section 4512) defines a “developmental disability” as a disability that originates before an individual becomes 18 years of age, can be expected to continue, indefinitely, and constitutes a substantial disability for that individual, which includes retardation, cerebral palsy, epilepsy, and autism. Due to the rise of autism spectrum disorders (ASD), the Housing Element is required to address and analyze the housing needs of persons with developmental disabilities, and to identify resources to serve this population.

People with developmental disabilities in San Mateo County have various diagnoses. The common ones are summarized below. Because people can have multiple diagnoses, the numbers total more than 100 percent.

Table H-28: Type of Developmental Disability (2020)

Developmental Disability	Percent
Mild/Moderate Mental Retardation	43.3%
Autism	25.9%
Epilepsy	14.7%
Cerebral Palsy	14.4%
Severe/Profound Mental Retardation	9.5%

Source: Golden Gate Regional Center, 2020 Performance Report

People with developmental disabilities tend to be younger than the general population. There are several reasons for this. For some diagnoses there is a shorter life expectancy. More importantly, starting in the 1990s there was an “autism wave”, with many more young people being diagnosed with the disorder, for reasons that are still not well understood. The racial demographics of the developmentally disabled population mirror that of the population of the Bay Area.

Table H-29: Age of People with Development Disabilities (2020)

Age Range	People with Developmental Disability (Colma)
Under 18	4
Over 18	6

Source: California Department of Developmental Services, Consumer Count by California ZIP Code and Age Group (2020)

Notes:

- The California Department of Developmental Services is responsible for overseeing the coordination and delivery of services to more than 330,000 Californians with developmental disabilities including cerebral palsy, intellectual disability, Down Syndrome, autism, epilepsy, and related conditions.
- The California Department of Developmental Services provides ZIP code level counts. To get jurisdiction-level estimates, ZIP code counts were cross walked to jurisdictions using census block population counts from Census 2010 SF1 to determine the share of a ZIP code to assign to a given jurisdiction.

Many people with developmental disabilities are unable to secure long-term employment. This results in many people relying on Supplemental Security Income (SSI) and many earn 10-20 percent of the Area Median Income (AMI).

People with developmental disabilities have various housing needs and situations. All Colma residents with disabilities live with a parent or legal guardian.

Table H-30: Living Arrangements of People with Developmental Disabilities

Lives with	Number (Colma)
Home of Parents/Family/Legal Guardian	9
Community Care Facility	0
Foster Family Home	0
Independent/Supportive Living	0
Intermediate Care Facility	0
All Others	0

Source: California Department of Developmental Services, Consumer Count by California ZIP Code and Residence Type (2020)

Notes:

- The California Department of Developmental Services is responsible for overseeing the coordination and delivery of services to more than 330,000 Californians with developmental disabilities including cerebral palsy, intellectual disability, Down syndrome, autism, epilepsy, and related conditions.
- The California Department of Developmental Services provides ZIP code level counts. To get jurisdiction-level estimates, ZIP code counts were cross worked to jurisdictions using census block population counts from Census 2010 SF1 to determine the share of a ZIP code to assign to a given jurisdiction.

Trends that are affecting people with developmental disabilities include California's moves to reduce institutionalization, aging family caregivers not being able to continue providing in-house care and the growing wave of people with autism.

- **Deinstitutionalization** – In 1969, California, passed the Lanterman Developmentally Disabilities Services Act, to minimize the institutionalization of developmentally disabled people, help them remain in their communities, and allow them to live their lives as similar to non-disabled people as possible. To accomplish this, the state has been closing large institutional care facilities, resulting in more people with disabilities being integrated into the community. However, this has increased the demand for community-based independent living options to serve the needs of the developmentally disabled.
- **Aging Baby Boomers Unable to Care for their Children with Developmental Disabilities** – As displayed in the Table H-30 below, there is an estimated 39 people between the ages of 18 to 64 with developmental disabilities that live in Colma. Often those who have disabilities live with a parent or caregiver, and many of these caregivers are baby boomers. As these caregivers age their ability to continue to care for their developmentally disabled children will decrease to the point where it is no longer possible. This trend is also going to be a factor in the increased need for community-based independent living options for the developmentally disabled. Many service delivery systems and communities are not prepared to meet this increasing need.
- **Increasing Numbers of People with Autism** - There is a large number of people with developmental disabilities that have autism. They have been brought up as independent members of the community and want to remain independent and involved in the community. There is an impeding need to supply community-based independent living options for these individuals.

OTHER DISABILITIES AND POLICY RECOMMENDATIONS

Some residents of the Town of Colma have both developmental and non-developmental disabilities, including hearing and vision disabilities.

Almost half of the senior population in the Town of Colma has a of disability, and nine percent of the total population in the county has some form of disability. The most common disabilities in the Town are ambulatory disabilities (approximately 7% of the population) and independent living disabilities (approximately 6% of the population).

Table H-31: Age and Type of Disability

	Number			Percent		
	Colma	County	State	Colma	County	State
Under 18 with Disability	0	3,919	306,806	0.0%	2.5%	3.4%
Age 18-64 with Disability	39	23,680	1,944,580	4.1%	4.9%	8.0%
Age 65 + with Disability	94	34,818	1,895,565	45%	28.6%	34.2%
Any Age with Any Disability	133	62,417	4,146,951	9.0%	8.2%	10.7%
Any Age with Hearing Disability	19	19,065	1,147,500	1.3%	2.5%	3.0%
With Vision Disability	14	10,500	778,145	0.9%	1.4%	2.0%
With Cognitive Disability	65	22,911	1,585,969	4.8%	3.2%	4.4%
With Ambulatory Disability	92	30,648	2,118,765	6.8%	4.3%	5.8%
With Self Care Disability	25	14,141	964,579	1.8%	2.0%	2.6%
With Independent Living Disability	74	26,339	1,654,210	6.4%	4.4%	5.5%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table S1810.

Note: Some people may have multiple disabilities

The three major needs for people with disabilities are low cost (subsidized) rents, handicap accessible homes, and buildings near public transportation. These needs are very similar to the desires of other segments of the population. Policies that promote affordable housing are generally also beneficial for the disabled community. Specific recommendations from the Golden Gate Regional Center (with a note on Colma’s actions or programs) include:

- Jurisdictions assisting with site identification for low-income developments (Colma’s Program 5.5, regular meetings with non-profit developers, Program 3.2, Density Bonus allowance and Program 4.3, Emergency Shelters)
- Policies to promote accessible homes (Colma’s Program 4.1, Reasonable Accommodation and enforcement of building codes related to accessibility)
- Inclusionary zoning (Colma’s Program 3.7, Inclusionary Housing)
- Second units (Colma’s Program 2.1, Second Unit Ordinance)
- Accessory Dwelling Units (Colma’s Program 2.2)
- Mixed use zoning (Colma’s Program 3.3, High Density Housing near BART)

Additionally, some people with developmental disabilities need supportive housing that is affordable and located near public transit. In supportive housing, additional services are provided at the home.

In the Town’s zoning code, it defines the word family interchangeably with household. The household definition does not mention disability nor does the Zoning Code require spacing or concentration requirements for housing for persons with disabilities. In Subchapter 5.15 of the Colma Municipal Code, the Town describes the requests for reasonable accommodation in housing process. This process includes any request for reasonable accommodation may be

made by any person with a disability, their representative or entity, when the application of a zoning law, building code, or other land use regulation, policy, or practice acts as a barrier to fair housing opportunities. The request may include the elimination of regulatory barriers which include a modification or exception to Town rules, policies and procedures or to the standards and practices for the siting, development and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice. If a request is made, a review with other planning approvals such as a use permit, variance, design review permit, zone change, general plan amendment, or subdivision could be filed at the same time.

FEMALE-HEADED AND LARGE HOUSEHOLDS

Households headed by a single parent can have special needs due to the economic limitation of earning only one income, and the challenges of childcare without a partner. Although gender equality has made strides over the past 50 years, women continue to earn lower incomes than men. Therefore, female-headed households have specific housing needs that must be addressed. Female-headed households can have special needs that require low-cost housing, suitability for children and located near schools and childcare facilities. Innovative, shared living arrangements, including congregate cooking and childcare, may also be appropriate.

Female-headed households comprise 28 percent of the households in Colma. The most vulnerable female-headed households can be those where women are living with children but without a partner. Colma has 90 such households, or 19 percent of the total number of households. Female-headed households are more likely to be living under the poverty line than other households: approximately eight percent of female-headed households in Colma are under the poverty line.

Table H-32: Female-Headed Households

	Colma		County	State
	Number	Percent		
Female living with own children, no partner	90	18.6%	23.5%	26.2%
Female living alone	48	9.9%	12.6%	13.1%
Total Households	485	100%	263,351	13,103,114
Female Households Below Poverty Level in past 12 months	38	7.8%	4.2%	11.3%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP02, B17021

Large households are defined as households with five or more members living in the same home. Large households are a special needs group because of the difficulty of finding adequate and affordable housing. The higher costs required for homes with multiple bedrooms can result

in larger families experiencing a disproportionate cost burden compared to the rest of the population and can increase the risk of housing insecurity.

In Colma, 14% of large family households (5 or more family members) experience a cost burden of 30%-50%. There are no reported large family households that spend 50% or more on their income on housing.

Table H-33: Cost Burden by Household Size

Household Size	0%-30% of income Used for Housing	30%-50% of income Used for Housing	50% of Income Used for Housing
All other household types	256	74	52
Large Family (5+ persons)	67	12	0
Total	323	86	52

Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release

Notes:

-Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is “select monthly owner costs”, which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30% of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50% of monthly income.

HOUSING NEEDS FOR FARMWORKERS

Farmworkers are traditionally defined as persons whose primary incomes are earned through seasonal agricultural labor. Most jurisdictions in San Mateo County have no farms or farmworkers; however, there are 241 farms and 1,321 farmworkers in the county, primarily located in coastal communities. Of these 1,321 farmworkers, 123 are migrant workers and 343 work less than 150 days annually (and are therefore considered to be “seasonal labor”). Farmworkers who are migrant or seasonal workers have special housing needs because of their relatively low income and the unstable nature of their job (i.e., having to move throughout the year from one harvest to the next). These workers generally face higher rates of overcrowding and other substandard housing conditions. Continued efforts to provide affordable housing, especially affordable housing suitable for families, will help meet the needs of these farmworkers.

The Town of Colma has several commercial container plant nurseries that operate year-round and offer their employees regular pay and benefits. In addition, Colma has two small flower farms that are maintained by individual farmers that lease land and successfully sell their crops to local merchants.

Increasing the housing supply for farmworkers in Town can be achieved through ADUs or JADUs. In the G cemetery zoning district, upon issuance of a use permit, the City Council would allow

for a single caretaker unit with or without an ADU or JADU (Colma Municipal Code (5.03.060). Additionally, the R-S zoning district, allows for manufactured homes (R zone only), and with a use permit, existing multiple residences buildings, warehouses, and other facilities, all of which could be utilized for housing farmworkers (Colma Municipal Code 5.03.080).

Table H-34: Farm workers in San Mateo County (2007-2017)

	2007	2012	2017
Total Farms	329	334	241
Land in farms (acres)	57,089	48,160	45,972
Hired Farm Labor	2,608	1,722	1,321
Migrant labor	24	88	123
Working > 150 days annually	1697	718	978
Working <150 days annually	911	329	343

Source: U.S. Department of Agriculture, Census of Farmworkers (2007, 2012, 2017), Table 7: Hired Farm Labor

HOUSING NEEDS FOR THE HOMELESS

All 21 jurisdictions within San Mateo County have adopted the ten-year HOPE Plan (Housing Our People Effectively: Ending Homelessness in San Mateo County), designed to end homelessness within ten years. The HOPE Plan adopts a Housing First policy, which seeks to move homeless people into permanent housing instead of shelters by increasing the stock of affordable and subsidized housing. Although the HOPE planners recognized that there is a lack of needed resources throughout the housing continuum, including emergency and transitional housing, the greatest need and the most effective use of new and/or redirected resources is for creating and sustaining quality affordable housing and supportive housing.

According to the 2019 San Mateo County One Day Homeless Count and Survey, there are 1,512 homeless people living in San Mateo County.

Table H-35: Demographics of San Mateo County Homeless Population by Household Type

	Adult Only Household (73.4%)			Family Household (26.5%)		
	Emergency Shelter	Transitional Housing	Unsheltered	Emergency Shelter	Transitional Housing	Unsheltered
Gender						
Male	67.7%	62.2%	78.9%	39.7%	42.8%	46.8%
Female	30.8%	37.8%	21.2%	60.3%	57.2%	53.2%
Transgender	1.5%	0.0%	0.1%	0.0%	0.0%	0.0%
Race						
White	59.1%	55.4%	74.5%	41.2%	55.0%	75.8%
African American	20.7%	27%	8.9%	23.5%	14.0%	17.7%
Asian	6.1%	2.7%	0.0%	8.8%	6.6%	0.0%
American Indian/Alaskan Native	4.0%	2.7%	8.2%	7.4%	3.3%	1.6%
Native Hawaiian/Other Pacific Islander	7.6%	5.4%	0.1%	4.4%	11.1%	1.6%
Multiple Races	2.5%	6.8%	8.2%	14.7%	10.0%	3.2%
Ethnicity						
Hispanic	20.7%	27%	39.3%	41.2%	52%	27.4%
Non-Hispanic	79.3%	73%	60.7%	58.8%	48%	75.8%
Chronicity						
Chronic Homelessness	33.3%	0.0%	30.0%	4.4%	0.0%	0.0%

Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

Note: May not total 100% due to rounding.

Table H-36: Additional Demographics of San Mateo County Homeless Adult Population

	Emergency Shelter	Transitional Housing	Unsheltered
Veteran Population	14%	2%	4%
Alcohol / Drug Abuse	20.5%	10.4%	12%
History of Domestic Violence	4.5%	7.3%	12%
Severe Mental Illness	31.3%	23.8%	22.7%

Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

Note: May not total 100% due to rounding

Table H-37: County Homeless Population Location 2013-2019

Location	2013	2019	Change
Unsheltered			
On the Street	353	157	-55.5%
In Car	231	184	-20.3%
In RVs	392	494	+26.0%
In Tents/Encampments	323	66	-79.6%
Total	1,299	901	-30.6%
Sheltered			
In Emergency Shelter	272	266	-2.2%
In Transitional Housing	431	345	-20.0%
Total:	703	611	-13.5%

Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

Homeless individuals in San Mateo are both sheltered, meaning they live in emergency shelters, transitional housing, treatment centers or similar institutions, and unsheltered, meaning they are unhoused living in encampments, or in a vehicle.

The number of homeless people living on the street in San Mateo County has decreased since 2013. However, the number living in an RV has risen by approximately 26 percent. The remaining 43 percent are considered sheltered homeless, and live in shelters, transitional housing, motels, or institutions.

Many homeless people are single adults (who may be living with another adult, but no children). Still, one-fourth of the sheltered homeless are families. Homeless persons in an adult only household were most likely to be unsheltered and male. In contrast, homeless family households were most likely to be in transitional housing and be headed by a female.

Table H-38: Location where Homelessness Occurred

Location	County
Living in San Mateo County when became homeless	77%
Hometown in San Mateo County	44%

Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

Quantification of Available Homeless Assistance Resources

Shelters and homeless assistance programs are the main resources available to homeless residents of San Mateo County. Colma helps to meet the needs of its homeless residents by providing financial support and appropriate referrals to local homeless assistance programs available in San Mateo County, including Shelter Network, the Human Investment Project, North Peninsula Food Pantry and Dining Center of Daly City, and the Second Harvest Food Bank. In addition, Colma permits development of a homeless shelter as permitted use in the Commercial (C) zone.

San Mateo County's Center on Homeless, a program overseen by the County Human Services Agency, coordinates the provision of homeless services within the County, including those by non-governmental entities. The Center on Homeless provides information to county residents and, referrals, administers self-sufficiency programs, and develops homeless resources. There are also several specialized shelters for persons with substance abuse problems, mental illnesses, victims of domestic violence and for the youth.

The nearest large homeless assistance facility is the Community Service Center in Daly City. The Center is a clearinghouse providing motel vouchers, bus tickets and referrals to the County's transitional shelters. In addition, this facility provides a Home Sharing service which keeps track of those with living quarters to share.

In May of 2013 City Council adopted Ordinance No. 720, allowing emergency shelters on all properties zoned for commercial use, without a conditional use permit or other discretionary permit, and establishing development standards including proximity to other shelters (no closer than 300 feet), vehicle parking for employees, bicycle parking, shelter capacity, client waiting areas, length of stay, screening of outdoor uses, exterior lighting, laundry facilities, and personal property storage applicable to emergency shelters. As defined, an emergency shelter is housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less.

Determination of Unmet Homeless Needs in Colma

As of the 2019 San Mateo Homeless Census, eight unsheltered homeless people were counted in Colma. Homelessness is a regional issue and consideration of the homeless is important in formulating housing policy.

HOUSING NEEDS FOR EXTREMELY LOW-INCOME HOUSEHOLDS

Extremely Low Income (ELI) households earn 30 percent of the Area Median Income or less. According to the Department of Housing and Community Development 2022 State Income Limits, this amounts to an annual income of \$54,800 or below for a family of four in San Mateo County. Many ELI households live in rental housing and most likely face overpayment, overcrowding or substandard housing conditions. Some ELI households are recipients of public assistance such as social security insurance or disability insurance. Housing types available and suitable for ELI households include affordable rentals, secondary dwelling units, emergency shelters, supportive housing and transitional housing.

Emergency shelters are a permitted use in the Commercial “C” zone that is subject to both development and management standards listed in chapter 5 of the Town’s municipal code. In addition, supportive and transitional housing uses are permitted by right in the “R” and “R-S” zones and permitted with a use permit in the “C” zone. These standards align with measures required by the State of California such as the six-month length of stay limit, and the requirement that no individual or household may be denied access because of inability to pay. Capacity for this use is not specified in the Town’s zoning code.

Further, to comply with AB 101, the Town has added a new program to permit Low-Barrier Navigation Centers in the C Zone. Low-Barrier Navigation Centers as defined by Government Code 65660(a) is housing or shelter in which a resident who is homeless or at risk of homelessness may live temporarily while waiting to move into permanent housing.

There are 75 ELI households in Colma according to 2018 CHAS data. All Colma’s ELI households face overcrowding, overpayment, and/or lack complete kitchen or plumbing facilities. As part of the zoning code update for 2023, the Town will identify Single Room Occupancy (SRO) opportunities available for individuals that fall within the ELI category, specifically those who are senior citizens. The Housing Element includes a program to add a definition and standards to regulate SROs in town.

Currently, in the R-S zone, with a conditional use permit, existing multiple residence buildings, warehouses, and other facilities could be areas where SROs and similar types of housing can be utilized in Town. (Colma Municipal Code 5.03.080) As part of the zoning code update, the Town will identify areas in other parts of town where SROs can exist.

Table H-39: Housing Needs for Extremely Low Income (ELI) Households in Colma

Household Category	Renter Households	Owner Households	Total Households
Total households any income	225	255	480
Total ELI households	60	15	75
ELI households with housing problems	35	15	50
ELI households with cost burden (paying 30% or more of income)	29	15	44
ELI households with cost burden (paying 50% or more of income)	25	15	40

Source: HUD Comprehensive Housing Affordability Strategy (2014-2018)

HOUSING ELEMENT PUBLIC PARTICIPATION

For the 6th cycle of the Housing Element, State law requires jurisdictions to make a “diligent effort to achieve public participation of all economic segments of the community” when preparing a housing element (Government Code 65583(c)(7)). State law requires jurisdictions to take active steps to inform, involve, and solicit input from the public, particularly groups and organizations representing the interests of lower-income and minority households that might otherwise not participate in the process.

In previous Housing Elements, due to the small population of the Town, outreach consisted of Council Study Sessions. Because of the new requirements, the Town decided on a more comprehensive outreach plan that includes several methods both in-person and virtual, as well as utilizing traditional and social media. By offering different ways for residents and other stakeholders to provide input, the Town hopes to gain a better understanding of residents representing multiple demographics.

HOUSING ELEMENT FLYER

To promote the survey and outreach events, a flyer was created and sent to residents (360 households). This flyer included information for outreach events, the first City Council public hearing for the Housing Element, and a link with a QR code to the survey. Written on the flyer, in English, traditional Chinese, Spanish, and Tagalog were translation services available to those who require language assistance. ADA assistance was stated and offered in the flyer as well. Paper copies of the flyer were also available at various outreach events.

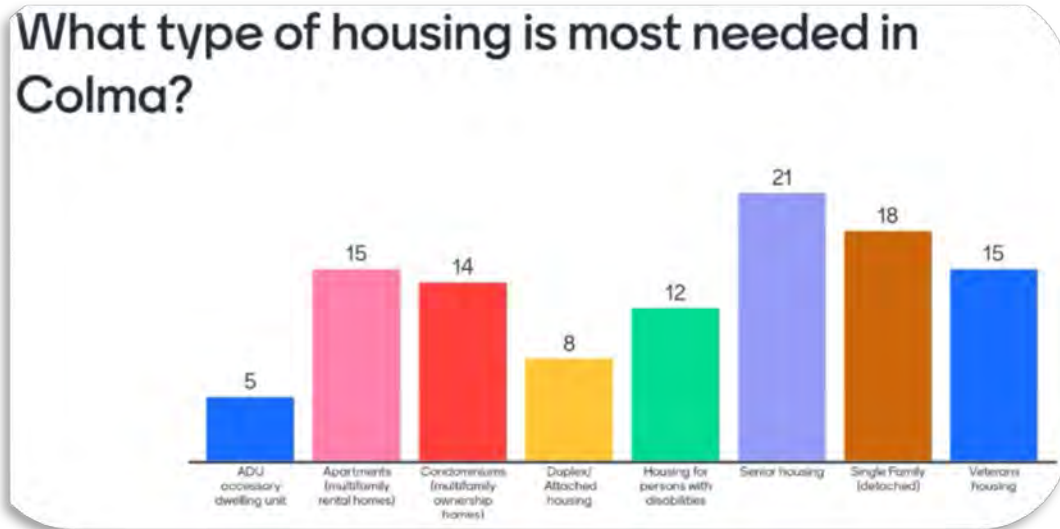
HOUSING ELEMENT WEBSITE AND SOCIAL MEDIA

In April 2022 the Town launched its Housing Element Update website (www.colma.ca.gov/housing-element) to provide an overview of the project, purpose for the update, key benefits for the update, an explanation of the Regional Housing Needs Allocation (RHNA), ways to participate in the update process, a housing element video, and links to the housing survey. The Town utilizes Facebook, Twitter, and Simplicity for announcements. Posts were made on each app promoting the Housing Element Update and outreach events. The Town will continue to update the website with housing element revisions as well as any other related updates.

HOUSING SURVEY

On April 8, 2022, the Town released a Housing Survey to assess current housing conditions, the community's priorities regarding future housing, and to gather information on housing constraints. This survey was available online using the Mentimeter app and paper copies were distributed at various outreach events in the month of April. The survey concluded on April 29, 2022. There were 44 responses. Participants included residents, those who work in Colma, and those who neither live nor work in the Town. The survey indicated that over 70% of

participants were satisfied with their current housing situation in Colma and would rate the physical condition of their unit as “excellent”. Participants shared that the types of housing they felt were most needed in Colma are Senior Housing, Single Family (detached homes), and Apartments (multifamily rental homes), Veterans Housing, and Condominiums (multifamily ownership homes).



This is an example of a survey questions that was asked

OUTREACH EVENTS

- On April 12, 2022, planning staff participated in a barbeque at Veterans Village hosted by The American Legion. Town Staff and the Resident Services Coordinator assisted with outreach by distributing flyers and surveys to each resident. Input from residents at Veterans Village is important because they represent a demographic that currently live in affordable housing and has, were formerly homeless, or are over 60 years old.
- On April 16, 2022, the Town participated in an Easter event called Eggstravaganza hosted by the Colma Recreation Services Department at the Colma Community Center. Planning staff hosted a table at this event where a housing-related activity was created for children. The activity asked the children to dream of their future home in Colma, color it (see example to the right), and to write a reason for why they chose to live in that home. They were able to choose from three types of homes: apartment, duplex, or single-family. This event was well attended with close to 50 children participating in the activity.



This is an example of a housing activity completed by a child at Eggstravaganza

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- On April 20, 2022, the Town participated in a senior luncheon hosted by the Colma Recreation Services Department at the Colma Community Center. Planning staff hosted a table at this event where the Housing Element Update flyer and survey were distributed to the residents. This event also allowed staff to promote future Housing Element outreach events. Input from older residents is important to the Town because the residents represent a demographic that is over 60 and some have special needs.
 - On April 20, 2022, the Town hosted an event at Black Bear Diner called Coffee with a Planner. This was a workshop for community members to meet with planning staff and have an opportunity to engage, ask questions, and fill out the survey.
 - On April 22, 2022, the Town participated in the 2022 Arbor Day/Earth Day event hosted by the Colma Recreation Services Department at Sterling Park. Planning staff hosted a table at this event where the flyer and survey were distributed to residents. Staff engaged with several residents explaining the purpose of the Housing Element, and ways to get involved with the process.
 - On April 25, 2022, planning staff presented at the City Council meeting. The purpose of this study session was to introduce an overview of the Housing Element Update and obtain input from City Council and the public. Staff provided progress to date, public outreach efforts, and the preliminary map of potential new housing locations (site inventory). Email notices for this study session and the June 8, 2022, presentation of the Draft Housing Element, were sent to various housing advocacy groups and non-profits. They included: One Degree, Housing Choices, HIP Housing, Housing Leadership Council of San Mateo, Let's Talk Housing San Mateo County, Mercy Housing, MidPen Housing, and Samaritan House San Mateo.
 - Staff presented the Town's Goals, Policies, Programs, and Objectives to San Mateo County Equity Advisory Group on May 6, 2022. This group is a collection of housing advocates in San Mateo County. During this presentation, staff was able to gain feedback on which programs were considered strong and areas that needed further improvement.
 - Planning staff presented the Draft Housing Element to the City Council at their meeting on June 8, 2022. The purpose of this meeting was to introduce the Draft Housing Element to City Council and the public. Planning staff provided progress to date, a revised site inventory map (reflecting the removal of the Italian Cemetery, a 3.07-acre parcel), a highlight of key housing programs, and comments from the May 6, 2022 presentation to the San Mateo County Equity Advisory Group.
 - On September 23, 2022, Town Staff hosted Housing Leadership Council staff for a tour of the housing opportunity sites in Town and discussed the opportunity sites analysis.

PUBLIC NOTICE DISTRIBUTION LIST

Please refer to Appendix C, Public Notice List

SUMMARY OF PUBLIC COMMENTS

On April 27, 2022, planning staff presented the Housing Element Update study session at the City Council meeting. There were no public comments made to staff at the meeting.

During the 30-day comment period, staff were notified by the Italian Cemetery of its desire not to be part of the housing inventory for their vacant site, located at El Camino Real and F Street. During the initial opportunity sites process, staff determined it was suitable for multi-unit housing due to its location on El Camino Real and across the street from Colma BART station. As a result, staff revised the housing inventory and the draft to eliminate the 3.07-acre property owned by the Italian Cemetery.

The Housing Element Survey concluded on April 29th with 44 recorded responses. Planning staff collected this data and considered how this feedback could be integrated into future housing plans.

One major theme that resonated throughout the surveys was access to homeownership. Multiple members of the community expressed interest in homeownership specifically for those with moderate incomes and below to purchase homes in Colma. As a result, programs that relate to inclusionary housing, density bonuses, increasing density, and ADUs have been modified to provide more opportunities for homeownership and affordable housing. There is an additional new program, a Housing Element Overlay District to further remove any governmental constraints and encourage high-density housing development.

On May 6, 2022, staff participated in a virtual presentation to the members of the San Mateo County Equity Advisory Group. During this presentation, the Goals, Policies, Programs and Objectives for of the Draft Housing Element was discussed, and feedback provided by this group. Comments were provided verbally after staff's presentation. A couple of highlighted comments included: displacement strategies for low-income residents, equity for code enforcement and nuisance abatement, more efforts towards local funding sources for affordable housing, densities of 50 dwelling units per acre (du/ac) near the BART station, and inclusivity to all groups during the 6th housing cycle. As a result, existing programs were edited and several programs were added.

On May 27, 2022, the Housing Leadership Council of San Mateo County (HLC) submitted an undated letter through email commenting on Colma's Draft Housing Element. Following the receipt of this letter, staff has been in contact with HLC to discuss their concerns. On September 23, 2022, Staff hosted HLC Staff for a tour of opportunity sites, and engaged in a discussion of the opportunity sites. In preparation for the final draft of the Housing Element, Staff has incorporated HLC Staff's thoughts and concerns within the policies and programs. Specifically for the opportunity sites, where a new overlay district that removes parking minimums within a half mile of high-quality transit, allows for residential use on commercially zoned property without rezoning for projects that pay prevailing wages, and CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development

that meets affordable housing targets. Staff will continue to foster relationships and open communication with the public and responsible organizations.

FAIR HOUSING

AFFIRMATIVELY FURTHERING FAIR HOUSING

Assembly Bill (AB) 686 requires that all housing elements contain an affirmatively furthering fair housing (AFFH) assessment. Under State Law, “affirmatively furthering fair housing” means “taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics.”

There are three parts to this requirement:

1. Include a Program that Affirmatively Furthers Fair Housing and Promotes Housing Opportunities throughout the Community for Protected Classes (applies to Housing Elements beginning January 1, 2019).
2. Conduct an Assessment of Fair Housing that includes a summary of fair housing issues, an analysis of available federal, state, and local data and knowledge to identify sites, and an assessment of contributing factors for fair housing issues.
3. Prepare the Housing Element Land Inventory and Identification of Sites through the lens of Affirmatively Furthering Fair Housing.

In compliance with AB 686, the Town has completed the following outreach and analysis.

Analysis of the fair housing issues in this section draws from the Town of Colma Fair Housing Assessment, an analysis that follows the April 2021 State of California State Guidance for AFFH, prepared by 21 Elements (Appendix B). The assessment identifies the primary factors contributing to fair housing challenges and the plan for taking meaningful actions to improve access to housing and economic opportunity. The following fair housing issues were analyzed: Fair housing enforcement and outreach, integration and segregation, access to opportunity, concentrated areas of poverty, disparate housing needs, disproportionate housing needs, and displacement risk within the jurisdiction. To address the identified factors, the assessment includes a Fair Housing Action Plan (FHAP) with goals, actions, and timelines.

FAIR HOUSING ASSESSMENT

The Fair Housing Assessment (Appendix B) follows the April 2021 State of California State Guidance for AFFH. The study was conducted as part of the 21 Elements process, which facilitates the completion of Housing Elements for all San Mateo County jurisdictions.

Primary Findings

This section summarizes the primary findings from the Fair Housing Assessment for the Town of Colma, including the following sections: fair housing enforcement and outreach capacity, integration and segregation, access to opportunity, disparate housing needs, and contributing factors, and the city's fair housing action plan.

- No fair housing complaints were filed in the Town of Colma from 2017 to 2021. The Town of Colma could improve the accessibility of fair housing information on their website and provide resources for residents experiencing housing discrimination.
- Racial and ethnic minority populations are disproportionately impacted by poverty, low household incomes, overcrowding, and homelessness, compared to the non-Hispanic White population in the Town of Colma. Additionally, racial and ethnic minorities are more likely to be denied a home mortgage loan.
 - Aside from Asian/API residents, racial and ethnic minority populations generally have higher poverty rates. Black or African American incomes are the lowest of any racial or ethnic minority population in the Town of Colma.
 - Racial and ethnic minorities are more likely than non-Hispanic White households to experience overcrowding. Low and moderate-income households are also more likely to be overcrowded.
 - People who identify as American Indian or Alaskan Native, Black, White, or Hispanic are overrepresented in the homeless population compared to their share of the general population.
 - Hispanic and Asian/API households have the highest denial rates for mortgage loan applications in 2018 and 2019.
- Colma is entirely contained within a single census tract—the standard geographic measure for “neighborhoods” in U.S. Census data products. As such, the town does not contain any racial/ethnic concentrations, poverty concentrations, or concentrations of housing problems.
- The composite opportunity score for Colma shows the town to be a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the town as “moderately vulnerable” to a disaster (based on four themes: socioeconomic status, household composition, race or ethnicity, and housing and transportation).
- Compared to the County of San Mateo, the Town of Colma has a higher concentration of residents with a disability with 10% of the population compared to 8% in the county. Residents living with a disability in the Town are all employed, and only 1% of residents without a disability are unemployed. Additionally, the aging population is putting a strain on paratransit access countywide.
- Black, Hispanic and Pacific Islander students in the Town of Colma—served by the Jefferson Union High School District and the Jefferson Elementary School District—experience poor educational outcomes compared to other students. Many high schoolers in the county met admission standards for a University of California (UC) or California

State University (CSU) school. Black and Hispanic students in Jefferson Union High School District were less likely to meet the admission standards with rates at CSU and UC schools of 23% and 32%, respectively.

- Jefferson Elementary School District had a 17% gap between their overall chronic absenteeism rate (12%) and their chronic absenteeism rate among Black students (28%). While Jefferson Union has the lowest dropout rates in the county — just 3% of students — the highest dropout rates were still found among Black (7%) and Hispanic students (6%).
- Nearly half of all renter households in the Town of Colma are cost-burdened—spending more than 30% of their gross income on housing costs—and more than one in four are extremely cost-burdened—spending more than 50% of their gross income on housing costs. There are disparities in the housing cost burden in the Town of Colma for Hispanic households.

Fair Housing Issues and Contributing Factors

This section summarizes the fair housing issues identified for the Town of Colma and the contributing factors.

Fair housing issue: No residents have filed fair housing complaints, indicating a potential lack of awareness about fair housing rights.

Contributing factors:

- Lack of access to information about fair housing rights.
- Limited knowledge of fair housing by residents.

Fair housing issue: Residents of color experience disproportionate housing needs. Black residents experience lower income and higher poverty rates, Hispanic and Asian households experience high rates of mortgage loan denials when trying to purchase homes in Colma (43% and 33%, respectively), and Hispanic households also experience higher rates of cost burden.

The Town is addressing this issue through AFFH Action Area 1, where the focus is to increase outreach and improve the existing resources.

Contributing factors:

- Higher poverty rates among Colma’s Black residents stem from decades of discrimination in employment, education, and housing markets. These residents have faced greater challenges in building wealth through economic mobility and homeownership.
- It is well documented that persons of color—particularly African American residents—were denied loans to purchase homes, were not allowed to buy in many neighborhoods because of restrictive covenants and were harassed if they managed to purchase a

home in a predominantly White neighborhood. These historical actions have led to a significant homeownership gap among racial and ethnic minorities.

The Town is addressing this issue through AFFH Action Area 2, where the focus is to protect existing residents from displacement, provide housing strategies to Black, Indigenous, and People of Color (BIPOC) as well as those who have special needs.

Fair housing issue: Affordable housing is limited and the ability to add affordable housing is constrained by land use.

Colma is disproportionately occupied by residents of color and offers relatively more affordable housing opportunities than surrounding cities. However, because most land is zoned for cemeteries, there is limited land available for residential development. Additionally, no areas within the town are zoned for multifamily housing.

The Town is addressing this issue through AFFH Action Area 3, to provide more strategies and housing choices through creating less restrictions on land use.

Fair Housing Enforcement and Outreach

The Town currently enforces fair housing laws through the policies and code for compliance with State Law. If fair housing issues are reported by residents or potential residents, the Planning Department and Code Enforcement cooperatively work together to remediate the complaint. Fair housing issues are usually referred to the appropriate agencies, usually the County of San Mateo Housing Authority would be the first point of contact along with Project Sentinel a non-profit assists that individuals that have faced housing discrimination.

Currently, the fair housing information can be found on the Town's website under the Planning Department's page and Housing Resources. The information is displayed in English, however, there is a button that translates the website into many languages. While this button provides language assistance, the Town plans to increase its visibility and accessibility with translated information readily available on the page without any further action. Under AFFH Action Plan 1, the Town will increase and implement its outreach in 2023.

The Town is in compliance with the following:

- State Density Bonuses and Other Incentives Law (Gov. Code. Title 7. Division 1. Chapter 4.3 Density Bonuses and Other Incentives, amended and effective January 1, 2021) The Town does an annual review of the State's Density Bonus law and updates its Ordinance as needed;
- Housing Accountability Act (Gov Code Section 65589.5) requiring the adoption of a Housing Element, compliance with RHNA allocations, and that requires certain findings when approving or denying certain development projects. The Town's most recent

Housing Element covering 2015-2022 has been adopted and the Town has met its RHNA allocations;

- No Net Loss Law (Gov Code Section 65863) requiring that adequate sites be maintained to accommodate unmet RHNA allocations, including among income levels. The Town has met its RHNA allocation for the current cycle and has identified opportunity sites to help meet its 6th housing cycle;
- Gov Code Section 65913.1 requiring that the Town designates and zones sufficient vacant land for residential use and nonresidential use in relation to the growth projections of the general plan to meet the housing needs for all income categories as identified in the housing element;
- Excessive Subdivision Standards Law (Gov Code Section 65913.2) The Town does not impose standards and/or criteria that renders the development of housing infeasible for any and all economic segments of the community;
- Limits on Growth Controls Law (Gov Code Section 65589.5) The Town does not have any growth control measures and has not rejected any proposals for housing projects that met objective planning and zoning criteria in the current cycle.

SITES INVENTORY ANALYSIS

AB 686 requires an analysis of the identified sites to meet RHNA obligations for their ability to affirmatively further fair housing. Planning staff have identified seven parcels to meet RHNA obligations. A detailed site analysis can be found under the section titled "Ability to Meet Housing Needs". The seven parcels identified are not within or close to R/ECAPs, edge R/ECAPs and/or low income poverty concentrations. Since the Town of Colma is contained within one census tract, the proportion of low and very low-income units, concentrations of Housing Choice Vouchers, as well as the distribution of lower, moderate, and above moderate-income units in low, moderate, and high resourced areas are equally distributed. In addition, the identified parcels are similar in terms of proximity to high proficiency K-12 education institutions, high-resourced areas/positive economic outcome areas, low social vulnerability, proximity to high-quality jobs, access to transportation, and healthy places to live. There is one 0.2% Annual Chance Flood Hazard area located along El Camino Real by the northern boundary that could potentially affect 7778 El Camino Real.

Colma has not had to deal with any recent displacement due to environmental factors, however, it is important to note that the San Andreas Fault is just west of the Town and along El Camino Real has high liquefaction susceptibility.

A thorough analysis for the sites inventory can be found in Appendix B in the Site Inventory Analysis.

GOALS AND ACTIONS

Goals and Actions for this cycle of the Housing Element will be included in the section called Housing Goals, Policies, and Programs. In that section, objectives to meet housing goals will be defined, programs to reach those goals will be explained, and an analysis of programs from the previous housing cycle (Table H-59) will be included. Additionally, an AFFH Action Plan will be implemented to reduce AFFH deficiencies (Table H-39).

Fair Action Plans

The AFFH Action Plan is broken down into three areas:

1. Outreach
2. Protecting and providing strategies for existing residents from displacement including those from are Black, Indigenous, and People of Color (BIPOC) including Residents with Special Needs
3. Enhancing housing mobility strategies and encouraging new housing choices

Each action plan is evaluated with existing and new programs developed in the 2023 Housing Element identifying the fair housing issues, contributing factors, objectives, actions, and timelines.

The AFFH Action Plan Table (Table H-40) is on the next page.

Table H-40: AFFH Action Plan

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
Action Area 1. Improve Fair Housing Outreach				
Fair Housing Outreach	<ol style="list-style-type: none"> 1. Lack of access to information about fair housing rights; Limited knowledge of fair housing by residents 2. Greater outreach efforts are needed in various formats. 3. More resources should be made available to the public. 	Maintain zero to low complaints and inquiries.	<p>Action 1.1: (Program 5.1, 5.4, 5.5, 8.1, 8.2)</p> <ul style="list-style-type: none"> • Continue and update the Towns' fair housing webpage to include fair housing resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act. • Provide materials in various languages including Chinese, Spanish, Tagalog, and other (appropriate languages). • Provide education to landlords and property managers on requirements to address reasonable accommodation requests • Utilize the Town's various existing media outlets to advertise Fair Housing Information • Conduct Fair Housing workshops and study sessions with the Town Council 	Begin implementation in 2023, with Annual reports beginning in 2024.
Action Area 2. Protecting Existing Residents from Displacement, Providing Strategies that Protect Residents that are Black, Indigenous, and People of Color (BIPOC) Including Residents with Special Needs (Seniors, Persons with Disabilities, and Homeless Persons)				
Protected Groups have disproportionate housing needs including disparities in	<ol style="list-style-type: none"> 1. Historic discrimination and continued mortgage denials; High housing costs and low wages 	Improve accessibility to home mortgage loans for protected groups who	<p>Action 2.1: (Programs 2.2, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 5.1, 5.2, 5.3, 5.4)</p> <ul style="list-style-type: none"> • Provide down payment assistance to minority households and homebuyer education households by pursuing monies dedicated to providing financial assistance to BIPOC communities 	Starting in 2024, partnering with HEART on an annual basis, providing first-time and low-income buyer education programs, and

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
<p>access to opportunities</p> <p>Disproportionate access to housing for individuals living with special needs</p>	<p>2. Need for community revitalization programs and strategies</p> <p>3. Lack of public investments in underprivileged neighborhoods.</p> <p>4. General lack of affordable housing, particularly in areas with appropriate services and amenities.</p>	<p>have high loan denial rates</p>	<ul style="list-style-type: none"> • Provide homebuyer education materials in Chinese, Spanish, Tagalog, and other (appropriate languages) • Annual workshops with HEART, HIP Housing, San Mateo Housing Authority, and other organizations that can assist with education and fair housing-related issues • Work with the San Mateo County Department of Housing to obtain information on anti-displacement programs that addresses tenant's rights and relocation assistance. Utilize this information in annual workshops and study sessions to continue to inform Town residents of existing and new programs. 	<p>prioritizing marketing of the programs to BIPOC and special needs community members</p>
Action Area 3. Enhancing Housing Mobility Strategies and Encouraging New Housing Choices				
<p>Affordable housing is limited and the ability to add affordable housing is constrained by lack of available land</p>	<p>1. 75 percent of Colma's land use is zoned for cemetery use</p> <p>2. Multifamily zoning does not currently exist</p> <p>3. Only one available affordable housing complex</p>	<ul style="list-style-type: none"> • Create land use opportunities for multi-family housing in town • Encourage the construction of ADUs and JADUs • Encourage the construction of 	<p>Action 3.1: (Programs 2.1, 2.2, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9)</p> <ul style="list-style-type: none"> • Create Housing Element overlay zone that allows for land use flexibility in commercial zone • Develop a proactive outreach program where ADU and JADUs' information is readily available on the Town's website with an annual workshop for ADU development • The Town will proactively approach housing developers to encourage the development of opportunity sites and encourage affordable housing on these sites • Make appropriate amendments to the Town's zoning code to include multi-family residential zoning districts 	<p>Housing Element overlay zone will go into effect once adopted and certified by HCD (estimated 2023)</p> <p>Begin ADU/JADU outreach program, workshops in 2023 and continued annually</p>

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
	<p>exists in the Town</p> <p>4. Design and Development standards are not appropriate for multi-family housing projects</p>	<p>affordable housing throughout the Town</p>	<ul style="list-style-type: none"> • Develop objective design and development standards that allow high-density and affordable housing projects to be constructed by right • Take necessary actions to ensure opportunity sites are vetted for environmental and zoning appropriateness so that high-density and affordable housing projects are reviewed via a streamlined process. • Amend the Town's parking standards to include parking alternatives that are less restrictive for high-density and affordable housing projects to be constructed; ensure parking standards meet State Law. 	<p>Beginning 2023, staff will proactively identify both for-profit and nonprofit developers, take meetings, and present opportunity sites for future housing development</p>

ABILITY TO MEET HOUSING NEEDS

RESIDENTIAL LAND INVENTORY

A key component of the Housing Element is a projection of the jurisdiction’s housing supply. State law requires that the element identify adequate sites for housing, including rental and manufactured housing, and make adequate provisions for the existing and projected needs of all economic segments of the community. This includes an inventory of land suitable for residential development, including vacant sites and sites having potential for redevelopment, and an analysis of the relationship of zoning and public services to these sites.

Table H-41: Colma RHNA Targets Summary

Income Category	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
Units	22	22	25	37	96	202

Note: Extremely-low incomes is assumed half of the assigned RHNA targets of 44

Existing Residential Development

Existing housing units are identified on *Exhibit H-1, Housing* and *Exhibit H-2, Sterling Park Neighborhood*. These maps include all dwelling units constructed prior to 2020. Based on American Community Survey (2020) and Census records, there are a total of 558 dwelling units in the Town of Colma, 292 of which are in the Sterling Park neighborhood and the remaining units are located outside of Sterling Park.

Since 2015, 75 residential units have been constructed, including 9 in Sterling Park and a 66-unit Veterans housing project on Mission Road.

Approved Residential Development

As of April 29, 2022, there are no residential projects under construction in the Town, nor are there any approved residential projects not yet under construction.

Development Potential

In total, there are 7 parcels available for the development of approximately 255 new residential units. Of these units, there is potential for at least 53 units to be available to extremely low income and very low-income households, 30 units for low-income households, 40 units for moderate income households and 142 units for above moderate-income households. The potential for 255 new units exceeds the development need identified in Colma’s RHNA for 202 units to be constructed between 2023 and 2031.

Sites Inventory

Planning staff inventoried vacant and underutilized parcels in Colma to determine what land is available for development. Types of sites include:

- 5th Cycle Housing Element Carryover Sites.
- Vacant and underutilized, residential, and non-residential sites that for allow residential development.

The vacant and underutilized sites were analyzed based on several different categories to determine the best location for affordable housing: proximity to high quality transit and El Camino Real, parcel size, the need for lot consolidation, General Plan designation, underperforming or vacant uses, proximity to public services and amenities, developer interest of the site, and if environmental remediation is required. Sites were scored between 0-1, 1 being the most likely to be redeveloped as affordable housing. All sites that scored above 0.5 were assumed to be suitable for affordable housing development and are included in the site inventory.

During the 5th housing cycle, a total of 75 units were developed, 9 of which at about 13 dwelling units per acre, and 66 of which at about 30 dwelling units per acre. The average density was approximately 28 units per acre, the state guidance is to extrapolate the trend by multiplying it by 75% times the average which results in 21 units per acre. Given the most recent development trends in the Town, the realistic capacity for sites suitable for housing development are assumed to be developed at a conservative estimate of 20 dwelling units per acre, which meets HCD's default density requirement for lower income housing.

The site's analysis demonstrates that there is enough land to meet the ABAG Regional Housing Needs Allocation. The analysis for the affordability levels of developed units is based on the assumptions that 30% of the units on sites that scored above 0.6 would be for moderate income, and sites that scored above 0.8 would be 50% affordable (half extremely low or very-low income and half low-income). Units were then reallocated between developments to meet the number of units at specific affordability levels as required by the RHNA. On September 12, 2022, an electronic version of the Sites Inventory was sent to HCD as required by Government Code Sections 65583 and 65585.

Table H-42: Sites Inventory Development Potential

Site	Acres	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
7733 El Camino Real	0.53	4	4			8	16
1200 El Camino Real	8.06	22	23	23	44	90	202
7778 El Camino Real	0.6			7		8	15
Between 461 and 469 B Street	0.11					1	1
El Camino and Collins	0.41					8	8
240 Collins Avenue	0.72					14	14
Total		26	27	30	44	129	256
RHNA			44 (includes Ex. Low)	25	37	96	202

Assumptions:

Assume each site gets developed at 20 units/acre, Suitability score of 0.875=> 50% of units affordable: half Low, half Very Low, Suitability score of 0.625=> 30% of units Moderate, Reallocate affordable units to consolidate affordability levels at sites, Reallocate affordable units to higher affordability levels based on RHNA

The ability to provide affordable units in Colma is more dependent on available financial resources than density permitted by zoning. If qualified developments can obtain federal tax credits and other funding or incentives, there is a higher probability that more affordable units will be provided than in a development where no government or other subsidies are available or obtained.

Table H-43: Site Inventory – Site Characteristics

Site	Existing Use/Vacancy	Identified in a Previous Planning Cycle?	General Plan Designation	Zoning Designation
7733 El Camino Real	Vacant	Used in Two Consecutive Prior Housing Elements - Vacant	Commercial	C
1200 El Camino Real	Kohl's retail store and parking lot	Not Used in Prior Housing Element	Commercial	C
7778 El Camino Real	Monument manufacturing facility and office	Used in Two Consecutive Prior Housing Elements - Vacant	Commercial	C
Between 461 and 469 B Street	Vacant	Used in Two Consecutive Prior Housing Elements - Vacant	Low Density Residential	R-S
El Camino and Collins	Parking spaces and vacant lawn area	Not Used in Prior Housing Element	Commercial	PD
240 Collins Avenue	Parking lot	Not Used in Prior Housing Element	Commercial	PD

Figure H-5: Housing Sites

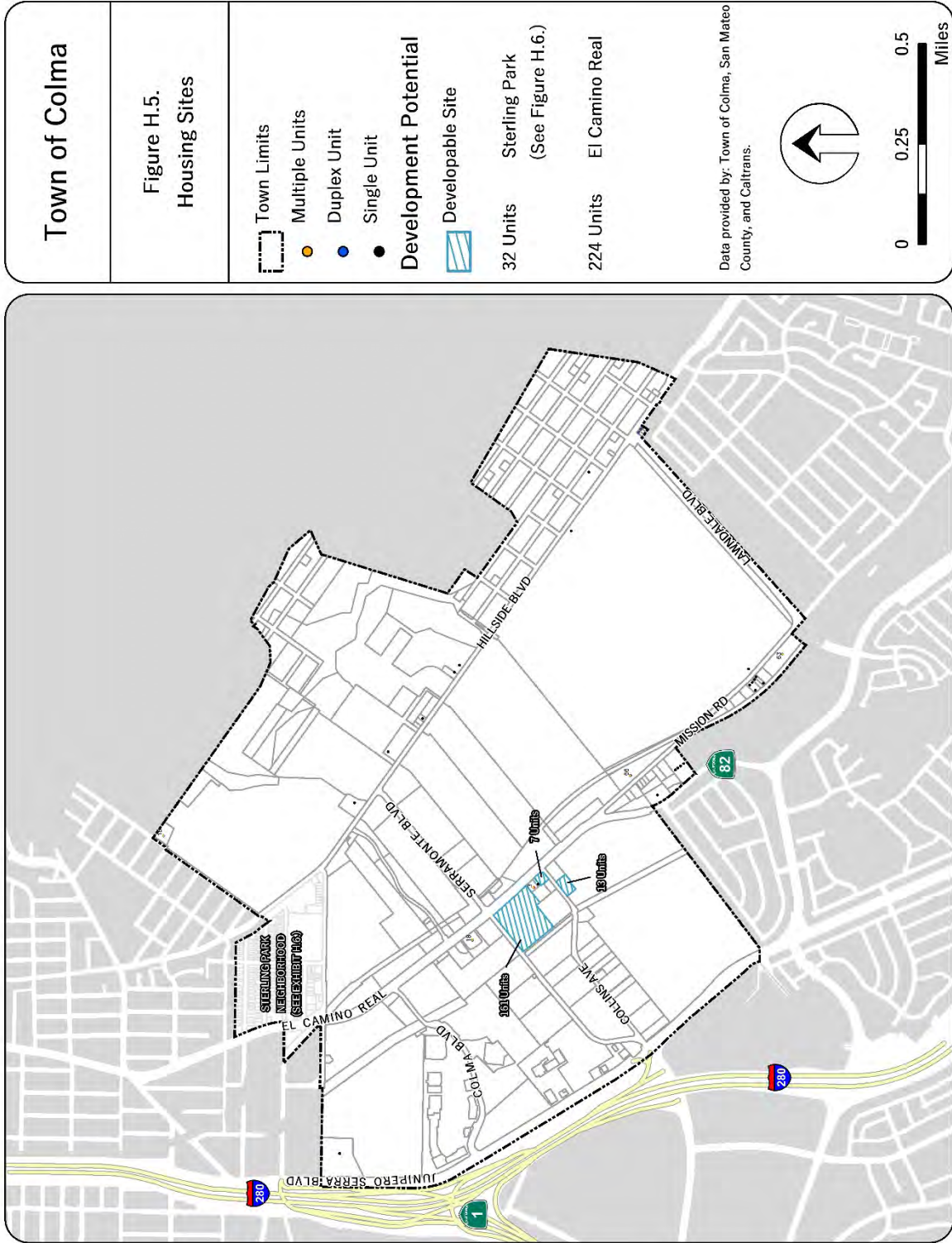
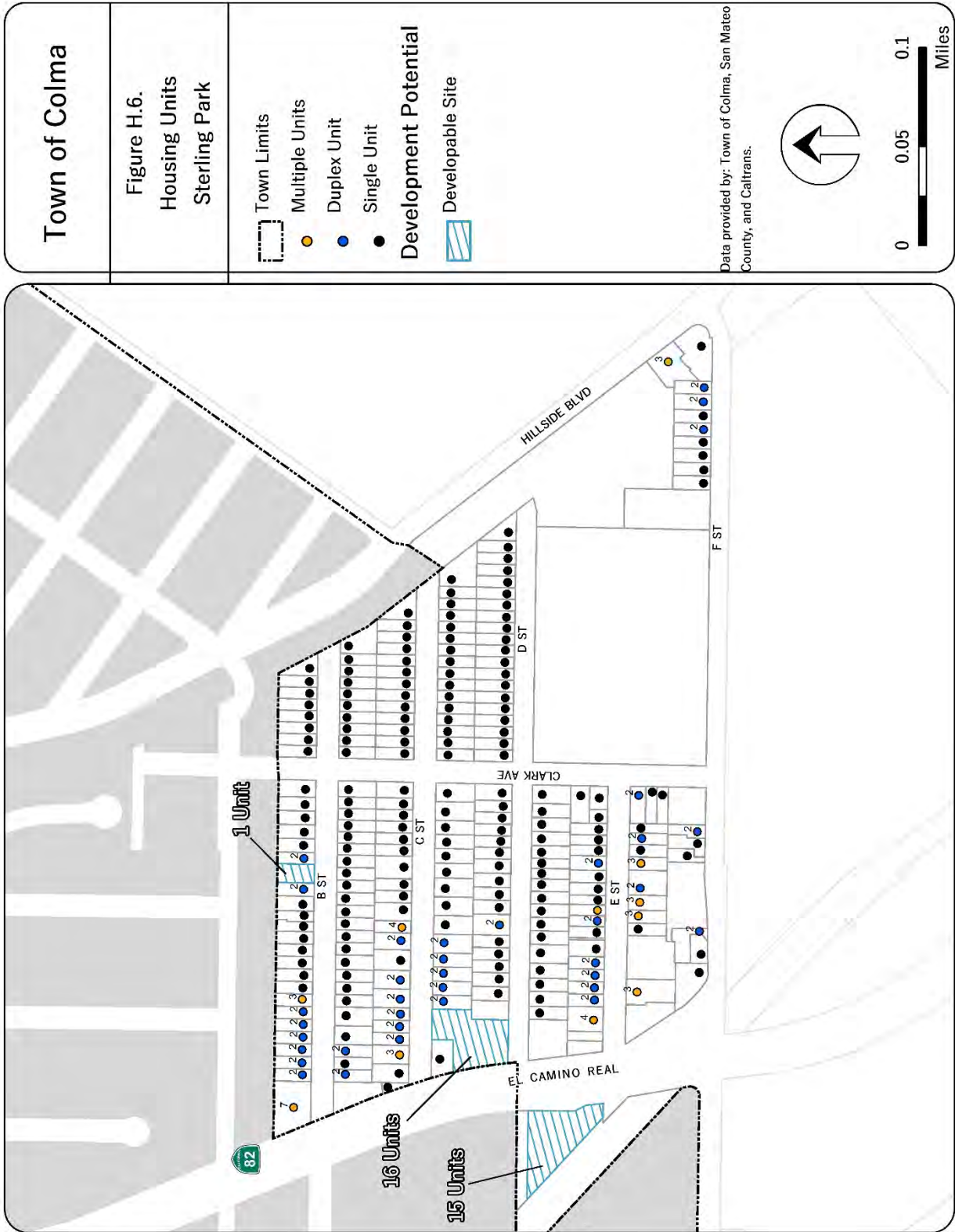


Figure H-6: Housing Units – Sterling Park



Several sites have development potential, including three parcels located in the Sterling Park neighborhood, two of which are located along El Camino Real near the Colma BART Station, and four additional sites located along El Camino Real at the Serramonte and Collins Avenue intersections. A detailed site inventory describing the development potential of each, as well as site-specific constraints is provided in the following section.

A. STERLING PARK DEVELOPMENT POTENTIAL

There is one vacant privately-owned parcel within the Sterling Park residential neighborhood, located between 461 and 469 B Street. This parcel is a carryover site from the 5th Cycle Housing Element Update. A site analysis has determined that 1 single family detached (SFD) unit can be developed on this 0.11-acre vacant parcel . With SB 9, there is potential for the lot to be subdivided and developed at a higher density. However, given the character of the existing neighborhood and the small size of the lot, it is assumed that the property would only develop with one unit.

There are no governmental or site-specific constraints impeding the development of the parcel. Sewer, water, and dry utility infrastructure capacity exists to accommodate the potential housing unit. This amount of residential development in Sterling Park is already anticipated in the Colma General Plan.

Under a SB 9 lot split, the Town believes that this parcel is likely to be developed in the next housing cycle. A ministerial review process removing public hearings or discretionary review would streamline the development process. The Planning Department will reach out to the existing property owner to gauge interest and provide materials regarding a possible SB 9 lot split.

Table H-44: Sterling Park Single Family Neighborhood Development Potential

Location	Designation & Zone	Acres	Dev. Pot.*	Affordability	Density Allowed	Constraints
B Street 008-125-180	Residential (R)	0.11	1	1 Above Moderate	13 du/ac	None, infrastructure capacity exists
Total		0.11	1 unit			

* Development potential assumes that the lot would be developed as a single-family home.

Two additional separate parcels are west of the Sterling Park Neighborhood, near the Colma BART Station which is located just outside the Town’s municipal boundaries -One is located on the east side of El Camino Real and is vacant (Sandblaster property – 0.53 acre), and the other is on its west side (Bocci Property – 0.6 acre), a monument manufacturing operation. The two parcels are carryover sites from the 5th Cycle Housing Element Update, and are assumed to be

developed independent of each other in the next cycle. Together, these parcels total 1.13 acres. The presence of the Colma BART Station is expected to stimulate development of multiple unit residential buildings and mixed-use developments in this area. Sewer, water, and dry utility infrastructure capacity exists and can accommodate all potential housing units. Development of existing and projected parcels is already anticipated in the Colma General Plan.

The County adopted the Colma BART Station Area Plan which provides incentives for higher density development and density bonuses for affordable housing on unincorporated land near the BART Station. Future higher density development on land near Colma's boundaries may further spur similar development in Colma. Additionally, Colma's Zoning Code provides density bonus incentives for affordable units.

Sandblaster Property – 7733 El Camino Real



This 0.53-acre property, the former site of a sandblasting business at 7773 El Camino, is one of two developable parcels along El Camino Real. The site has a realistic development potential of 13 high density residential units. Site-specific constraints on the property include steep topography along the edge of the developable pad.

A 0.53-acre parcel on the east side of El Camino Real is bounded by "C" Street to the north and the "D" Street stairs to the south. This parcel is referred to as the 'Sandblaster Property' due to its past light industrial use. The parcel is currently underutilized with two billboards on the property. The site is designated as commercial which permits residential planned developments with the approval of a use permit.

Site-specific constraints include steep topography along the eastern and northeastern boundaries of the site. This constraint can be mitigated by designing the 16-unit development to step up with the steep topography. In addition, there may be specific environmental and physical constraints on the site. Although an in-depth environmental site evaluation has not been completed, it is anticipated that there may be some surface and sub-surface ground contamination on the site as a result of the long-term sandblasting business. The future proposal for the site would need to include a report pertaining to the soil's possible contamination and measures for its clean up, if it is determined to be contaminated. This possible constraint could effectively add to the cost and slow down the process for future development. Historically, a development proposal for the site was received in 2007 by the Town Planning Department. The proposal included a total of 15 units with 2 single-family detached units on C Street and 13 residential units located above ground floor retail uses with sub-grade parking serving the development on El Camino Real. The proposal was deemed appropriate and feasible. The application was not pursued by the applicant since the proposed design included a massive retaining wall to the east of the property and was ultimately estimated to be too costly to build. One way to move forward with this site is to incorporate a step-design proposal that would utilize the topography for a better design rather than cutting into the hill, which requires a retaining wall of more than 20 ft. in height that ultimately made the 2007 project cost prohibitive. The existing zoning of the site is Commercial which allows for a Planned Development proposal, and as part, the Planned Development allows for additional flexibility in the setbacks and other design standards for the 16-unit project, pursuant to Sections 5.03.090(C)(3), and 5.03.130 of the Colma Municipal Code. Planned Development designation allows for a project's design to respond to site specific conditions and encourages mixed use and residential development. However, a rezone to PD would not be required. The realistic capacity for this site was determined to be 4 extremely-low, 4 very-low and 8 above-moderate income units with the consideration of its topographical constraints.

The Town's Inclusionary Housing Ordinance (Subchapter 12 of the Colma Municipal Code) includes concessions and incentives for eligible development projects, subject to approval by the City Council, to facilitate development of affordable units on smaller sites such as the property at 7733 El Camino Real. Planning staff have been in contact with a San Jose-based development company regarding this site prior to and after the first draft submittal to HCD, on possible development of the property.

Additionally, with the new Housing Element Overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.

Bocci Property – 7778 El Camino Real



The 0.6-acre Bocci site at 7778 El Camino Real has a realistic development potential of 24 high density multi-family units. Site specific constraints on the property include a utility easement serving the adjacent Colma BART Station.

A 0.6-acre parcel on the west side of El Camino Real is occupied by a monument manufacturing light industrial operation. The parcel is referred to as the 'Bocci Property' due to the family name of the historic monument manufacturing company located there. The oldest building of the site is located at the southern end of this triangular-shaped parcel and is used as the company's office. The building has a Bocci Memorials sign with the indication of "since 1896" (to the left of the above picture - the beige-colored building). The building is not designated as an Historical Site, but some members of City Council have expressed a desire to see that building is preserved. The development assumption of this site is considered without the area of the subject building.

The parcel is bounded by the entrance to the Colma BART station to the north, the BART right-of-way to the west and south, and El Camino Real to the east. This parcel could be redeveloped with high-density residential or a mixed-use development that includes high density residential. The property is currently designated for commercial use, which allows for multi-family residential. The parcel is listed as an opportunity site in the General Plan and is eligible for

height and lot coverage bonuses to encourage a transit-oriented development with a diverse mix of land uses. These characteristics contributed to the conclusion that with the current occupancy, the site is being underutilized.

Site-specific constraints on the parcel include its triangular shape, the close proximity of the BART tracks to the property, and an existing utility easement serving the adjacent Colma BART Station that reduces the buildable area of the property. In addition, although the parcel is not within a flood zone district diverted rain runoffs from El Camino Real to the north and Albert M. Taglia Boulevard to the west (from the BART Station) – during the rainy season - have had accumulated water run offs at the site.

A development proposal was previously submitted to the Town Planning Department, which took into account the site's constraints. The proposal included 24 high density multi-family dwelling units over ground-floor retail and was deemed to be a realistic development proposal. The development proposal has since been withdrawn and a small monument business has leased the property. While the terms of the lease are not known, it is likely that redevelopment of the site with mixed-use (including high-density residential) will not occur while the monument business exists on-site. Given the site's unusual shape and existing access, it is not recommended that residential development occur on the site while the present structures exist.

Similarly, to 7733 El Camino Real, the zoning of the parcel is Commercial, and a Planned Development is allowed under the Commercial zoning district. The Planned Development would allow for additional flexibility for the setbacks and other design standards applicable to the project. Planned Development designation allows for a project's design to respond to site specific conditions and is anticipated to encourage mixed use and residential development. The realistic capacity for this site was determined to be 7 moderate and 8 above moderate units. However, a Planned Development proposal may allow for the development of additional units. Additionally, with the new housing element overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.

The Town's Inclusionary Housing Ordinance includes concessions and incentives for eligible development projects, subject to approval by the City Council, to facilitate development of affordable units on smaller sites such as the property at 7778 El Camino Real. Planning staff have been in contact with a Peninsula-based development company regarding this site prior to and after the first draft submittal to HCD, on the possible development of the property.

In neighboring South San Francisco, on the corner of McClellan and Mission Road, just past town limits, a 20-unit mixed-use condominium project is underway on an approximately 0.4-acre site. On the street level, there is approximately 6000 square foot dedicated commercial space and sub-terranean parking. With the new housing element overlay, removing parking requirements, and utilizing density bonuses this site as well as 7733 El Camino Real could be similarly developed.

Table H-45: El Camino Real Multi-Family Development Potential

Location	Designation & Zone	Acres	Dev. Pot. *	Affordability	Density Allowed	Constraints
El Camino Real 008-127-020 (Sandblaster)	Mixed Use - Residential/ Commercial - (R/C)	0.53	16	4 extremely low 4 very low 8 Above Moderate	30 du/ac	Topography, possible ground surface contamination
El Camino Real 008-141-080 (Bocci)	Mixed-Use - Commercial - (C)	0.6	15	7 low. 8 Above Mod.	30 du/ac	Utility Easement, Triangular Shape, Flood Zone
Total		1.13 acres	31 units	4 extremely low 4 very low. 7 low. 16 Above Mod.		

* Development potential assumes that the properties would be developed at 20 units per acre.

B. EL CAMINO REAL DEVELOPMENT POTENTIAL

Kohl's Site – 1200 El Camino Real



The Kohl's site is an 8.06-acre parcel on the southwest corner of El Camino Real and Serramonte Boulevard, currently occupied by Kohl's. The property is in the geographic center of town, across the street from the Town Hall and the Colma Police Department. The parcel is identified in the General Plan as a site suitable for a walkable Town Center development and could be redeveloped as a mixed-use development with commercial and restaurant spaces at the ground level, residential uses above, entertainment uses, and public gathering spaces.

The General Plan includes a conceptual commercial, residential mixed-use development at the site. The concept is consistent with allowances for the site (with the exception of a height bonus) and shows a mixed-use Town Center consisting of 160,000 sq. ft. of commercial (retail) space and up to 240 residential units (22 dwelling units/acre). The maximum height shown is 72 feet (5 stories), and the total FAR is .1.8. This concept would provide a high quality design/construction/materials, incorporate outdoor public gathering spaces, and include a diverse mix of land uses to be eligible for a height bonus. Similar projects have been successful in the nearby communities of Daly City and South San Francisco (the realistic capacity of this site was determined to be 22 extremely-low, 23 very-low income units, 23 low-income units, 44 moderate-income units, and 90 above moderate-income units).

The existing building was built in 1980 and has not had any improvements in the last two decades. There has been an interest in acquiring the property by Republic Urban Properties (RUP) of San Jose, California, which is looking into a more comprehensive implementation of the adopted Colma General Plan 2040 (March 2022) for a mixed-use project. Talks between RUP and the property owner are ongoing as the current business (Kohl's) has been underperforming, per Colma HDL (business-related vendor) sales tax report for the 110,295 sq. ft. department store. There have been quite a few Kohl's closures throughout the country due to the same finding, therefore the possibility of the entire site being redeveloped is greater than previously measured.

The existing zoning of the site is Commercial which allows for a Planned Development (PD) proposal. The Planned Development allows for additional flexibility in development standards including height, and other design standards for the 202-unit project, pursuant to Sections 5.03.090(C)(3), and 5.03.130 of the Colma Municipal Code, and a rezone (to PD) would not be required.

Additionally, with the new housing element overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.

ADDITIONAL SITES

Two separate parcels are located along the El Camino Real Corridor near the Town Hall and potential Town Center site. A vacant, 0.41-acre parcel is located on the northwest corner of El Camino Real and Collins Avenue. El Camino Real and Collins Avenue is surrounded by an assisted living facility to the west, flower shop to the north, and an office-use to the south. The site analysis for this site is a total of 8.2 units and is suitable for 8 above-moderate income units. The second parcel is a 0.72-acre site located at 240 Collins Avenue. The parcel is an overflow parking lot, an underutilized site evidenced by a permanent locked chain at its gateway. It is bounded by an office-use to the east, a car rental lot to the north, and a cemetery to the south and west. The site analysis for this site indicates a total of 14.4 and is

suitable for 14 above-moderate income units. There has been discussion with the property owner, Centrix Builders Inc., on maximizing the site for a multi-family dwelling complex, possibly exceeding 14 units.

Significant site constraints are unknown since an in-depth site analysis has not been completed for either site. However, the two properties are vacant or underutilized and are zoned for commercial use where multifamily developments are allowed. The sites are located by the geographic center of the Town and are a walkable distance from the Town Hall and potential Town Center site.

Colma Municipal Code section 5.03.130 - "PD" Zone under subsection (b) allows the following uses upon issuance of a use permit:

- 1) *Single family residential developments;*
- 2) *Multiple housing developments;*
- 3) *Neighborhood and community commercial centers;*
- 4) *Professional and administrative offices; or*
- 5) *A combination of such uses.*

Therefore, the PD would allow any of the above uses or a combination thereof, such as mixed-use development, 100% multiple housing development, all commercial development, etc.

Additionally, with the new housing element overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.

Table H-46: El Camino Real Corridor Multi-Family Development Potential

Location	Designation & Zone	Acres	Dev. Pot.*	Affordability	Density Allowed	Constraints
El Camino Real 008-421-120 (Kohl's)	Mixed Use - Residential/ Commercial - (C/R)	8.06	202	22 Extremely Low 23 Very Low 23 low 44 Moderate 90 Above-Mod.	30 to 60 du/ac	Height of 72' - compatible with the General Plan 2040 – is required to achieve the 202 units.
7733 ECR 008-127-020 (Sandblaster Site)	Commercial/ Residential - (C/R)	0.58	16	4 Extremely Low 4 Very Low 8 Above-Mod.	30 du/ac	Unknown
7778 ECR 008-141-080 (Bocci Site)	Commercial/ Residential - (C/R)	0.60	15	7 Low 8 Above-Mod.	30 du/ac	Unknown
ECR and Collins 008-421-170	Planned Development (PD/R)	0.41	8	8 Above-Mod.	30 du/ac	Unknown
Collins near ECR 010-422-050	Planned Development (PD/R)	0.72	14	14 Above-Mod.	30 du/ac	Unknown
Total		10.37 acres	255 units	26 Extremely Low 27 Very Low 30 Low 44 Moderate 128 Above-Mod.		

* Development potential assumes that the properties would be developed at 20-30 du/ac, and increased density around Colma BART station to 30 and the Kohl's site to 25 du/ac.

GOVERNMENTAL CONSTRAINTS

As part of the Housing Element process, the Town analyzed its zoning code, permitting processes, development standards, and building codes to identify potential constraints for the development of housing. The Housing Element proposes specific actions and implementation schedules to remove such impediments, where possible.

GENERAL PLAN AND ZONING

Colma's General Plan and Zoning Ordinance provide for a wide range of allowable residential densities in both residential and commercial districts. General Plan densities typically determine the maximum number of dwelling units allowed on a specific site. The Zoning Ordinance is consistent with the General Plan and outlines the allowed uses in each zone. The Residential "R" Zone allows for the following uses by right: a single-family dwelling, a manufactured home, small and large family daycare homes, accessory dwelling units, supportive housing, transitional housing, and a home office or cottage food operation. Upon the issuance of a use permit, the following uses may be permitted in the R Zone: a multiple unit dwelling up to six units, residential planned development or a larger residential development provided that the residential density does not exceed that specified in the general plan, and/or a home occupation. The Neighborhood Residential "R-S" Zone allows for the following uses by right: a single-family dwelling, a manufactured home, small and large family day care homes, community parks and public buildings, supportive housing, transitional housing, an accessory or junior accessory dwelling unit, and a home office or cottage food operation. The Commercial "C" Zone allows for the following uses by right: an emergency shelter, and an accessory dwelling. The following uses may be permitted in the C Zone upon issuance of a use permit: a commercial establishment, a single family or multiple family dwelling up to six units, residential planned development or a larger residential development provided that the residential density does not exceed that specified in the general plan, supportive housing, transitional housing, light industrial establishment, communication structures, commercial center, retail merchandising unit, and such other uses found by City Council to be of similar nature to described uses. The uses allowed in the C Zone with the issuance of a use permit may be permitted upon issuance of an administrative use permit instead of a use permit if the proposed use meets the following criteria: will occupy an existing commercial building or occupy a tenant space within an existing commercial building, is within the same Building Code occupancy classification of the existing building, does not require any building modifications, and will not exceed the available on-site parking. Additionally, the Town has a Planned Development zoning designation which aims to allow flexibility in zoning standards by permitting the following uses upon issuance of a use permit: single family residential developments, multiple housing developments, neighborhood and community commercial centers, professional and administrative offices, or a combination of such uses. In the past, the Planned Development designation has been used to develop high density residential projects, that exceed the density

requirements of their previous zoning. This is the most successful manner by which to develop the available parcels identified in the previous section, because of their unique site constraints and small sizes.

As discussed earlier, the Town's Commercial/Mixed Use and Commercial Land Use Designations sites will accommodate most of the housing need for lower income units. The Colma General Plan specifically identifies the Commercial/Mixed Use designation for ground-floor retail/office with residential units above. The mechanism to effectuate a mixed-use development is the rezoning of the property to Planned Development, which maintains the full multi-family allowance in the commercial zone but allows for greater flexibility in development standards to maximize unit yield. Planned Development "PD" districts may be established in any R, E, or C Zone upon application by property owners or the initiative of the City Council. The Planned Development process is described in further detail in the Permit Processing Procedures section.

This analysis is based upon two assumptions: that the identified sites allowing mixed-use will be developed with the residential uses and developers will build to the estimated realistic densities for each of these sites. The first of these assumptions is prudent considering latest trends in the Town and sites near the identified sites. Developments near the identified sites were almost exclusively residential use projects or included a small portion of retail/commercial uses.

Residential projects have been proposed on two of the sites near the Colma BART Station, lending credence toward the sites being developed with residential uses. There are several other reasons why the identified sites are likely to develop with the estimated residential capacity during the planning period:

1. Areas designated for mixed-use development have no minimum commercial component requirement, so developers are able to develop 100% residential (i.e., there is no vertical mixed-use requirement) on mixed use sites.
2. The Town supports housing in the Town's mixed-use areas by assisting in site assembly.
3. Most mixed-use sites are not prime sites favored by commercial establishments.
4. The sites are in close proximity to where other new residential developments have been built or approved.

Thus, it is reasonable to assume that the identified sites will be developed as residential-use projects at, or above, the estimated densities.

The Zoning Ordinance sets forth requirements that can affect the type, appearance, and cost of housing to be built within the Town of Colma. The Zoning Ordinance includes standards for development that determine minimum lot size, permitted use(s), minimum setbacks, maximum height limits and minimum parking standards. There is no lot coverage limit or floor area ratio standard for residential zoning districts in Colma. The building envelope allowed on a residentially zoned lot in Colma is determined by setbacks and height limits. In areas that allow residential development, R, R-S, and C, the zoning code only places restrictions on maximum

height rather than limiting the number of building stories. There are two residentially zoned districts in Colma, the Residential (R) zone and the Residential – Sterling Park (R-S) zone. The R-zone allows single family dwellings by right (no land use entitlements required) and multi-family dwellings up to six units with approval of a Use Permit provided that the residential density proposed does not exceed that which is specified in the General Plan. All multi-family developments will require a Use Permit if they have greater than 6 units. The R-S zone allows single family detached dwellings only.

To further remove constraints to developing housing on the five opportunity sites, the Town has created a Housing Element Overlay Zone. This zoning designation allows for greater housing densities and supports mixed-use developments on opportunity sites. Allowable uses and development standards in the housing overlay zone will reflect recent legislative decisions that aim to remove barriers to development. A few of the most impactful standards include removing minimum parking requirements within a half mile of public transit, and density bonus amendments that will allow for projects consistent with the densities described in the Town's Land Use Element, rather than the zoning ordinance. Additionally, beginning July 1, 2023, proposed multi-family projects that are located within the housing element overlay zone, pay prevailing wages, and meet specified affordable housing targets would undergo a ministerial approval process which would exempt the project from the California Environmental Quality Act (CEQA) and the Town's discretionary approval processes.

Development standards in Colma such as setbacks, building height and off-street parking are similar to or less restrictive than those in surrounding communities and would not be considered unreasonable development constraints. For example, the minimum side yard (10 percent of lot width) can be as narrow as 3.33 feet, which is much smaller than the 10-foot setback required by many San Mateo County jurisdictions. Colma allows a minimum lot size of 3,333 square feet, which is significantly smaller than most jurisdictions. In addition, Colma allows residential development on commercially zoned parcels, which is a far less restrictive land use policy than those found elsewhere in the County. The development standards for residential zones are summarized in the table below.

Figure H-7: Housing Element Overlay Zoning District

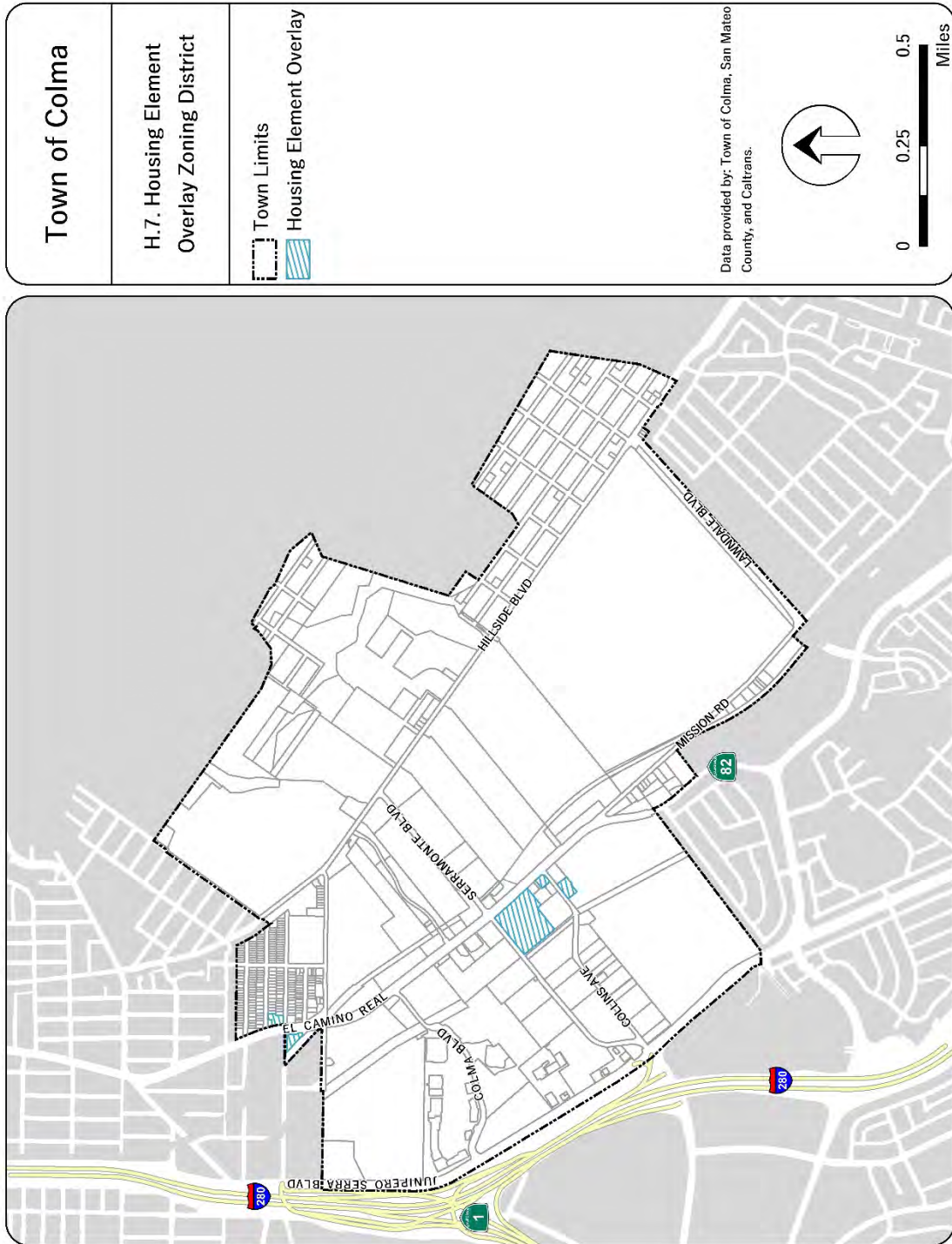


Table H-47: Current Residential Development Standards

Standard		R-S Zone	R Zone	C Zone
Front Setback:	First Floor	15' to building/19' to garage	15' to building/19' to garage	15' to building/19' to garage
Side Setback:	First Floor	10% of lot width or 10', whichever is less	10% of lot width or 10', whichever is less	10% of lot width or 10', whichever is less
Rear Setback:	First Floor	15'	25% of total lot area, not to exceed 25'	25% of total lot area, not to exceed 25'
	Second Floor	25'	25'	25'
FAR:		No restriction. Governed by setbacks/height limits	No restriction. Governed by setbacks/height limits	1.0-2.0
Height:		27'	36'	36'

Source: Town of Colma Municipal Code, Subchapter 5.03: Zoning

In 2013, the Town adopted manufactured home design standards. For the Town's two single-family residential zoning districts, manufactured homes are permitted as single-family dwellings in compliance with Government Code Section 65852.3(a).

The parking standards are set forth in the zoning ordinance by district and are defined in Section 5.01.080 of the zoning ordinance. These standards are summarized in the table below.

Table H-48: Parking Standards

Residence Type	Spaces Required		Total
	Covered	Uncovered	
Single Family Detached: (Over 4 bedrooms., add 0.5 spaces/each additional bedroom)	2		2
Multiple Units:			
Studio	1	.5	1.5
1 Bedroom	1	.5	1.5
2-4 Bedrooms	1	1	2
Over 4 Bedrooms add .5 covered or uncovered for each additional bedroom	1 (min., add .5 per additional bedroom)		1 (min., add .5 per additional bedroom)

Source: Town of Colma Municipal Code, Subchapter 5.01: General Plan

The Zoning Ordinance includes provisions for residential structures that are existing or were approved prior to March 1, 1988. These provisions require only one (1) parking space for each single-family dwelling or for a multi-family dwelling having no more than one bedroom and 1.5 covered parking spaces for each multi-family dwelling having two (2) or more bedrooms. If the

existing units comply with these provisions, property owners are not required to provide additional parking spaces because of repairs, restoration, remodeling, or additions to such units. However, if additional bedrooms are added to an existing single-family dwelling, the number of off-street parking spaces must be increased by 0.5 covered or uncovered spaces for each bedroom exceeding four (4) bedrooms.

Parking requirements could be a potential constraint to development if high-density developments are required to meet the existing requirements. However, all of the sites in our site inventory are within a half mile of public transportation and are included in the Housing Element Overlay zone which removes all minimum parking requirements.

The density limits set forth in the Colma General Plan allow 13-30 units per acre in residentially zoned areas, and up to 30 units per acre in the mixed commercial/residential areas, including areas within the Commercial Overlay Zone. Up to 30 residential units per acre are permitted in certain commercial areas through mixed-use developments, which are established through the Planned Development process. Through the establishment of a Planned Development, standards may vary including those associated with parking, building height, and Floor Area Ratio. Density bonuses are also permitted under specific circumstances.

Although development standards and densities are generally less restrictive than those found in other Peninsula communities, Colma's high proportion of land uses directly related to the large inventory of cemetery land discussed in the preceding section must be viewed as a constraint to future development of housing in Colma. This constraint is not, however, insurmountable in view of the availability of sites identified in this document. Existing residential development standards, such as setbacks, height limits and parking requirements have not constrained housing development in the Town. In many cases, they are less restrictive than other jurisdictions in San Mateo County, resulting in lower costs to develop housing. The flexibility afforded in the Planned Development process allows residential development to achieve maximum densities while balancing livability and habitability standards.

The required setback from Colma Creek and the grading of sloped parcels is the extent of general environmental constraints to development in the Town. It is not anticipated that these environmental constraints will have a significant impact on housing development at the opportunity sites because they are all infill developments. Colma Creek does flow underground through the Kohl's site, but the potential environmental impacts of a development on the site have already been analyzed in the 2040 General Plan Update Environmental Impact Report.

BUILDING CODES

The 2019-2022 California Building Code is currently used in Colma. The updated building code for 2023-2026 will be in place by January 2023, and all applications will have to conform to the new code. The Town's Building Official verifies that new residences, additions, auxiliary structures, etc., meet all construction and safety standards. Building permits are required for most construction work. Additionally, building code enforcement helps the Town maintain a safe

building stock. Building inspectors ensure projects are compliant with the minimum requirements of the Building Code and reference the strictest code when overlap occurs. Code enforcement officials work to ensure that projects have the correct permits and are adhering to the proper codes. The Town of Colma is a small and quiet community that does not encounter as many citizens reported code enforcement complaints as many larger, and more involved, surrounding communities.

ON- AND OFF-SITE IMPROVEMENTS

Site improvements are a necessary component of the development process. Improvements can include the laying of sewer, water, and streets for use by a community when that infrastructure is lacking, and these improvements make the development feasible. Due to the built-out nature of the Town, all the residential and commercial areas in Colma are already served with adequate streets, sidewalks, and infrastructure. This includes sidewalks that usually only require modification to the location of curb-cuts. All 6 sites identified for development potential fall within serviced residential and commercial areas and are infill projects.

In areas already served by infrastructure, site improvement requirements vary depending on the existing condition of each project site. Usually, only standard connection laterals are required for most project utilities. The undergrounding of utilities from the nearest pole to the project is required of all projects, and street tree planting may also be required. These costs have not shown to be problematic for any developments in the Town when anticipated and known by the developer early in the process.

PERMIT PROCESSING AND PROCEDURES

As a small town, Colma provides high-level and personal customer service throughout the development process. Staff-level projects including sign review, temporary permits, and administrative use permits usually take less than 30 days to process. An example of an administrative level use permit in a commercial zone would include an occupation of an existing commercial building or occupy a tenant space within an existing commercial building and is within the same Building Code occupancy classification of the existing building, and does not require any building modifications, and will not exceed the available on-site parking. If a project meets all forementioned criteria the review period should take be approved in about 45 days.

In residential zones, single-family dwelling units, manufactured homes, small and large day care homes, ADUs, JADUs (R-S only), supportive housing, and transitional housing are permitted uses and do not require a planning permit. These abovementioned housing types would go to the Building Department for a permit and during this process, the Planning Department would review it for compliance. This type of permit would be a minimum of 30 days for project review and would not have to go to City Council if it meets the criteria for residential zones.

Single-family residential infill construction does not require land use entitlements, and building permit-related fees vary depending on the project's valuation. Provided that a proposal meets zoning code regulations, additions to and new construction of single-family dwellings do not require review or approval by City Council. As noted above, single-family dwellings are not subject to CEQA. Processing for a new single-family dwelling would begin with building permit submittal and there are no neighborhood noticing requirements.

Upon submittal of a building permit application for a single-family addition or construction of a new single-family dwelling, the Building Department routes the plans and application to the other City Departments for review. At that time there would be a detailed review of the proposed construction to determine if the project meets all municipal code regulations. There are no residential design guidelines for single-family additions or new construction. During review of the application by the Planning Department, design of the proposed addition or new construction would consider overall mass and bulk of the project in relation to the surrounding neighborhood. While there are no specific design criteria, impacts of the addition on adjacent properties are considered during the plan check of the building permit application. Plan check comments are returned to the Building Department within 10 days of submittal so that comments can be provided to the applicant in a timely manner.

Building permit plan check and processing in Colma is efficient and timely. Building permits are processed in a few days. Building permits for projects that require approval of entitlements cannot be issued until CEQA review is completed, and the City Council approves all entitlement applications. To expedite the process leading to construction, it is not uncommon for applicants to submit plans for building permit review while simultaneously proceeding through the CEQA and entitlement processes. Depending on the complexity of a project, building permit issuance ranges from a few days to a few weeks.

Building permits must be secured before commencement of any construction, reconstruction, conversion, alteration, or addition. Approval of permit applications is based on conformity with the Zoning Ordinance, although the City Council has the power to grant variances from the terms of the Ordinance within the limitations provided by law.

Multi-family Development Process

The Town of Colma does not have a specific multi-family zoning designation. However, the Town's zoning code and land use designations allow for multi-family developments through the Planned Development entitlement process as detailed below. The Housing Element Overlay Zone creates an additional avenue for the development of housing in opportunity sites in Colma. The Housing Element Overlay Zone includes a set of requirements set by state legislation, including the need to pay prevailing wages and meet specified affordable housing targets, to undergo a ministerial approval process and be exempt from California Environmental Quality Act (CEQA) review.

Planned Development Process

Since Colma does not have a Planning Commission, larger projects such as multifamily housing in commercial or residential zones require City Council approval. The Planning Department typically provides a courtesy pre-application meeting for the applicant providing zoning standards, design guidelines (if applicable), parking requirements, etc. Once an application is received, the project is reviewed for completeness, including design review. During this stage the project is routed to various departments including building, engineering/public works, and fire. Assuming this application is complete, this process will take a minimum of 30 days. The next step is City Council hearing. For projects that require a public hearing, the Town notifies all properties within a 300-foot radius at a minimum of 10-days prior to the hearing. If City Council approves a project, there is also a 10-day appeal period. In total, this type of project, as shown in Table H-50, could take anywhere from two to four months.

The Planned Development process can be summarized as follows:

Planned Development Districts may be established in any R, E, or C Zone upon application of a property owner(s), or upon the initiative of the City Council. A discretionary application for the establishment of a Planned Development District requires submittal of a Conceptual Development Plan which, if approved by the City Council, shall become part of the Zoning Map of the Town of Colma.

Once an application for a Planned Development (which consists of a Rezoning and a Use Permit request, at a minimum) is received by the Planning Department, the application is reviewed for completeness and processed as a Conceptual Development Plan. Applications to establish a Planned Development District shall be accompanied by a fee, which shall be established from time to time by the City Council of the Town of Colma by Resolution, for each proposed dwelling unit and each proposed commercial establishment shown in the Conceptual Design Plan. Said fee shall be in lieu of fees prescribed in the Town of Colma Municipal Code for an amendment to the Zoning Map, for a variance, or for a use permit. Environmental review is completed during the Conceptual Development Plan phase. All applications are processed concurrently, and entitlements are generally approved within four to six months of application filing. The approval process requires a discretionary decision to be made by the City Council.

The City Council shall make the following findings prior to approval of the Conceptual Development Plan:

1. The proposed uses are, in substantial part, generally or conditionally permitted under the zoning classification in existence for the proposed district at the time of application;
2. The proposed uses will not be detrimental to present and potential surrounding uses, but will have beneficial effects which could not be achieved under other zoning districts;

-
3. The streets and thoroughfares proposed are suitable and adequate to carry anticipated traffic, and density will not generate traffic in such amounts as to overload the street network outside the Planned Development District; and
 4. The impact created by the development can be absorbed and serviced by the City (police and fire service, water supply, sewage disposal, etc.).

The City Council shall make the following findings prior to approval of a Use Permit:

1. The specific proposed use will be consistent with the provisions of the General Plan and this subchapter;
2. The granting of the Use Permit will not be detrimental to the public health, safety or public welfare, or materially injurious to properties or improvements in the vicinity;
3. Existing property uses, large or small, will not be detrimentally affected by the proposed use;
4. The granting of the Use Permit will not constitute a grant of special privilege inconsistent with the limitations imposed by the zoning ordinance on the existing use of properties, large or small, within the Town of Colma;
5. The proposed structure or building conforms to the purposes and intent of the General Plan and zoning ordinance; and
6. The use will not constitute a nuisance as to neighboring persons or properties.

The final step in the approval process is a Detailed Development Plan. The development standards that provide a guideline for Planned Development are those most closely associated with the General Plan land use designation. For example, the properties targeted for mixed-use along El Camino Real are designated as Commercial/Mixed Use in the Colma General Plan. Building heights, floor area ratios and setbacks adopted in the Commercial zoning district would be used as a guideline for Planned Development.

In the past, Planned Development "PD" has been the Town's primary method of entitling mixed use and multi-family housing developments of greater than 6 units. The most recent example of PD usage to develop multi-family housing was the entitlement of Veterans Village at 1670-1692 Mission Road. Veterans Village is a 66-unit affordable rental housing project that provides stable housing for military veterans transitioning from homelessness. The site was originally zoned Commercial "C", which allows for multifamily developments of greater than 6 units with a conditional use permit. By applying for a PD, the property owner(s) gave the City Council flexibility to adjust development standards to address site configuration and location. In this case, PD allowed them to create a development that would benefit the maximum number of occupants and meet their accessibility and support needs. This PD had a base density of 22 units per acre, but by providing 100% affordable housing, was entitled to an automatic 35% density bonus resulting in an allowable 66 units on the 2.23 acres. The usage of the PD zoning in a similar manner to the Veterans Village application, will allow for the maximization of housing potential on the identified opportunity sites.

The discretionary aspect of the PD approval process intended to provide flexibility in development standards and create projects that are cohesive with the surrounding area. For example, since most of Colma is near half mile of high-quality transit, utilizing AB 2097, the parking minimums can be waived in PD zones that meet these requirements.

The table below identifies various entitlements and the estimated processing time for each. Because many applications require multiple approvals, many of these approvals run concurrently. Variance and Use Permit requests usually take only two to four months to process. Because Colma has no Planning Commission, decision-making is streamlined.

Amendments and reclassifications to the Zoning Ordinance can be made by the City Council, subject to applicable provisions of State Law, and typically take four to six months to review. Procedures for amendments and reclassifications are stated in the Zoning Ordinance.

Table H-49: Entitlement Processing Time and Approving Authority

Type of Permit	Typical Processing Time	Approving Authority
Design Review	2 to 4 months	City Council
General Plan Amendment	4 to 8 months	City Council
Zoning Reclassification	4 to 8 months	City Council
Variance to Zoning Regulations	2 to 4 months	City Council
Planned Development Plan	4 to 8 months	City Council
Parcel Map (in conjunction with PD)	4 to 8 months	City Council/Public Works
Subdivision Map (in conjunction with PD)	6 to 8 months	City Council/Public Works
Negative Declaration	4 to 6 months	City Council
Environmental Impact Report	6-8 months	City Council

Source: Town of Colma

The DR or Design Review overlay zone may be combined with all base zone to achieve a consistent site landscape and building design theme in those areas where it is applied. In Colma the DR zone is applied to all sites except for the majority of Sterling Park neighborhood. DR zone applies to entirety of the site, landscape, and building plans whether it is submitted in connection with the construction of a new building or an alteration or modification to the structure or facade of an existing building, with a few exceptions. Usually, these exceptions apply to clashing of the established architectural theme. With the establishment of objective design standards and more detailed guidelines for the DR zone, could help streamline project applications and incentivize developers where costs during the design phase may be minimized. Programs 3.1 and 8.2 would help improve development potential in sites within town.

SB 35 Process

SB 35 requires jurisdictions that have insufficient progress toward their lower-income RHNA to streamline the review and approval of eligible affordable housing projects by providing a

ministerial approval process that exempts proposed developments with at least 50 percent affordability from environmental review under CEQA for proposed developments. If a jurisdiction also has insufficient progress toward their above-moderate-income RHNA, then the jurisdiction is subject to stream the review and approval for developments with at least 10 percent affordability. SB 35 requirements will automatically sunset on January 1, 2026.

The Town of Colma has met the 5th Cycle RHNA and is not subject to streamlining the review and approval process.

FEES

The cost of development for single-family and multifamily housing within the Town of Colma includes planning and building plan check fees, permit fees, utility service fees, recycling fees, and school fees. In addition, the Town of Colma imposes a parkland dedication fee for subdivisions (Quimby fee) and if inclusionary housing is not included (where required) then a housing in-lieu fee may also be imposed. Local governments typically assess many different types of residential development fees. These include planning fees, building permit and related fees, capital facilities fees, and development impact fees.

Planning Fees

Planning-related application fees required for development in the Town of Colma fall into two categories: flat fees and deposits against actual costs. Flat fees are charged for processing applications through the Planning Department to develop property. Fees are due and payable upon making application and are non-refundable. Based upon an analysis of staff hours and comparison with other jurisdictions, the fees set forth do not exceed the estimated reasonable cost of providing the service. The Master Fee Schedule can be found on the Town's website at: <https://www.colma.ca.gov/master-fee-schedule/>.

The following table summarizes the flat fees applicable to development:

Table H-50: Planning Fees

Type of Permit	Fee
Accessory Dwelling Unit	\$611
Address Assignment	\$267
Administrative Use Permit	\$1,833
Design Review, Minor	\$1,986
Landscape Plan Review	\$267
Sign Permit	\$500
Sign Review	\$300
Special Event	\$100-\$500
Temporary Use Permit (Tier 1)	\$70
Temporary Use Permit (Tier 2)	\$500-\$1000
Tree Removal Permit, Minor	\$1,833
Tree Removal Permit, Major	\$4,124
Use Permit, Home Occupation	\$50
Use Permit, Minor	\$7,255
Zoning Clearance for Retail Merchandising Unit	\$250
Zoning Letter	\$993

Source: Town of Colma Planning Permit Application

Deposit-based fees are required for processing major development applications through the Planning Department. The initial deposits shown below are due and payable upon filing an application and are based on the typical amount of staff time necessary to process similar applications. If additional staff time is necessary to adequately evaluate an application, additional deposits will be required. In accordance with the Colma ordinance that established the current Master Fee Schedule, the total amount of deposit-based fees shall not exceed three times the initial deposit, plus reimbursable costs. Any unused deposits are returned to the applicant after a decision on the application has been made by the City Council. Proposed amendments require the same fees as an initial application. The following summarizes the deposit-based fees associated with typical entitlement applications for all types of residential development:

Table H-51: Deposit Against Actual Cost – Land Use Development Processing Fees, Planning Services

Type of Permit	Initial Deposit
Design Review, Major	\$7,102
General Plan Amendment	\$10,844
Lot Line Adjustment	\$8,416
Master Sign Program	\$7,255
Parcel Map	\$7,744
Planned Development Plan	\$6,949
Stormwater Review Deposit (Preliminary)	\$1,497
Subdivision Map	\$9,776
Use Permit, Major	\$7,225
Vacation or Abandonment of Public Easement	\$6,644
Variance to Zoning Regulations	\$7,255
Zoning Reclassification	\$8,935

Source: Town of Colma Planning Permit Application

In addition to the above noted planning application fees, staff time associated with environmental review in accordance with CEQA (California Environmental Quality Act) review requires a separate deposit, which is due and payable at the time an application is submitted. As noted above, additional deposits will be required if the amount of staff time to evaluate the proposal exceeds the amount of the initial deposit. Any unused deposits are returned to the applicant after a decision on the environmental document has been made by the City Council. The total processing fee will not exceed the actual, reasonable cost of providing the service. In addition to the application and CEQA review fees, applicants are required to submit pass-through fees to the San Mateo County Clerk and California Department of Fish and Game, collected by the City after the environmental determination has been approved by the City Council. The following table summarizes the fees associated with environmental review of a proposed development (not specifically residential):

Table H-52: CEQA Review Fees for Land Use Development Projects – Deposit Against Actual Cost

Application	Initial Deposit	Pass-through Fees
Categorical Exemption	\$267	\$50-Document handling fee
(Mitigated) Negative Declaration	\$8,019 is prepared by Staff; otherwise, 10% of the cost charged by an outside consultant	\$2,548.00 –CA Dept. Fish & Game fee \$50- Document handling fee
Environmental Impact Report	Consultant cost plus a deposit of 10% of the cost charged by an outside consultant	\$3,539.25 –CA Dept. Fish & Game fee \$50- Document handling fee
Environmental Document pursuant to a Certified Regulatory Program (CRP)	-	\$1,203.25 –CA Dept. Fish & Game fee \$50- Document handling fee

Source: Town of Colma Planning Permit Application

The Town of Colma’s Planning Department is partially funded by application fees and deposits, but the remaining cost of operating the department is subsidized by the Town’s General Fund. A cost-of-service fee study was conducted in 2018, resulting in an overall increase of planning and building fees. Residential planning and building fees are broadly required by all jurisdictions in San Mateo County. In Colma, such fees are noted here as affecting development, but are not viewed as a governmental constraint.

The following tables provide estimated planning, building and impact fees per unit for different types of residential units when compared to other jurisdictions within San Mateo County. The fees are based on the following prototypical projects:

Table H-53: Total Fees (includes entitlement, building permits, and impact fees)
per Unit

City	Single Family	Small Multi-Unit	Large Multi-Unit
Atherton	\$15,941	No Data	No Data
Brisbane	\$24,940	\$11,678	No Data
Burlingame	\$69,425	\$30,345	\$23,229
Colma	\$6,760	\$36,950	\$17,030
Daly City	\$24,202	\$32,558	\$12,271
East Palo Alto	\$104,241	No Data	\$28,699
Foster City	\$67,886	\$47,179	\$11,288
Half Moon Bay	\$52,569	\$16,974	No Data
Hillsborough	\$71,092	No Data	No Data
Millbrae	\$97,756	\$6,824	\$55,186
Pacifica	\$33,725	\$40,151	No Data
Portola Valley	\$52,923	No Data	No Data
Redwood City	\$20,795	\$18,537	\$62,696
San Bruno	\$58,209	\$72,148	\$39,412
San Mateo	\$99,003	\$133,658	\$44,907
South San Francisco	\$81,366	\$76,156	\$32,471
Unincorporated San Mateo	\$36,429	\$27,978	\$10,012
Woodside	\$70,957	\$82,764	No Data

Source: Baird + Driskell Fee Survey Summary

Colma's fees are generally much less than those of other jurisdictions in the County for the single-family home prototype. Development fees for multi-unit developments include additional entitlement costs that result in higher development fees per unit compared to single family developments in Colma as shown in Table H-54. The development fees for small and large multi-family developments are 4% and 2% of the total development costs, similar to San Mateo County jurisdictions. In addition, the fees for multi-family developments in Colma are less than the development fees for single family homes in surrounding jurisdictions. Generally, the fees collected by the Town are relatively low and are not considered an impediment to development.

Table H-54: Total Fees as a Percentage of Total Development Costs

	Single family	Small Multi-Family	Large Multi-Family
Atherton	0%	No Data	No Data
Brisbane	1%	1%	No Data
Burlingame	3%	4%	3%
Colma	0%	4%	2%
Daly City	1%	4%	2%
East Palo Alto	4%	No Data	4%
Foster City	3%	6%	2%
Half Moon Bay	2%	2%	No Data
Hillsborough	3%	No Data	No Data
Millbrae	2%	8%	7%
Pacifica	1%	5%	No Data
Portola Valley	1%	No Data	No Data
Redwood City	1%	2%	8%
San Bruno	2%	8%	5%
San Mateo	4%	14%	6%
South San Francisco	3%	9%	4%
Unincorporated San Mateo	1%	3%	1%
Woodside	2%	9%	No Data

Source: Baird + Driskell Fee Survey Summary

Building Fees

Colma, in accordance with the Government Code, enforces the latest edition of the California Building Code to ensure the health and safety of residents of newly constructed housing. The Town's Building Department enforces the building code. Inspections and approvals are completed promptly and do not add unnecessary delays to the construction of new housing. Fees are assessed for these projects to offset plan check and inspection activities. From time to time, the Town adjusts fees to keep up with inflation. These fees are established in accordance with the Government Code.

Building permit fees for new construction and additions are determined in dollars per square foot based on the occupancy of the use, with the final determination for the occupancy made by the Building Official. Permit fees for alterations, reports, and interior changes (tenant improvements) are charged on a sliding scale that is based upon the valuation of the project. The plan check fee is 65% of the permit fees.

Recycling Fees

In March 2004, the Colma City Council passed an ordinance to meet the goals of the California Integrated Waste Management Act of 1989. The ordinance requires that at least 65% of the waste tonnage from any demolition project, including concrete and asphalt (or 15% where there is no concrete and/or asphalt) be recycled and/or reused, consistent with the Act. Prior to demolition and building permit issuance, applicants must comply with the Town's Construction Debris and Demolition recycling ordinance and complete a "Recycling and Waste Calculation Form". At the time of building permit issuance, the applicant posts a deposit at a rate of \$50 per ton for the percentage of recycled materials calculated. Upon the completion of the project, it is the contractor's responsibility to demonstrate that they have properly recycled the correct amount of waste generated by submitting receipts, weight tags, or other records to the Colma's Building Department for verification. If it is demonstrated that the construction debris recycling goals were met, the full amount of the deposit is refunded. If the amount recycled is less than the required amount, the Town of Colma retains the \$50.00 for each ton not recycled and/or reused. Since waste diversion is broadly required of all jurisdictions under State law, it is noted here as affecting development, but is not viewed as a constraint.

Public Works Fees

There are also public works fees associated with property development. These fees are charged for processing documents necessary to implement a plan to develop a property. Fees are due and payable upon making application and are non-refundable. These fees are in addition to any other fees set forth in this schedule.

Typical public works fees include sewer connection fees, water meter and service connection fees, sidewalk, and special encroachment permits, and the most prevalent associated with residential construction, which are summarized on the following page.

Table H-55: Public Works Fees – Town of Colma

Type of Permit	Fee
Grading Plan Check Fees	
50-2,000 cu. yds	\$99.00 + \$71.00 per 100 cu. yds.
Grading Plan Checking > 2,000 cu. yds	\$1,490.00 + \$75.00 per 100 cu. yds. (if > 2,000 cu. yds.)
Grading Permit, 50-2,000 cu. yds	\$596.00 + \$36 per 100 cu. yds.
Grading Permit, >2,000 cu. yds	\$1,201.00 + \$65.00 per 100 cu. yds. (if >2,000 cu. yds.)
Improvement Plan Check Fees	
Contracts of <= \$10,000	\$397.00
Contracts between \$10,000-\$100,000	\$429.00 + \$5.00 per \$1,000 of contract cost
Contracts between \$100,000-\$500,000	\$894.00 + \$8.00 per \$1,000 of contract cost
Contracts > \$500,000	\$4,170.00 + \$8.00 per \$1,000 of contract cost
Encroachment Permit, single residential lot driveway	\$230
Encroachment Permit, single residential lot utility cut by contractor in asphalt street or concrete sidewalk	\$230.00
Encroachment Permit, single residential lot utility cut by contractor in an interlocking concrete paver surface street or sidewalk	\$330.00
Encroachment Permit, fence and/or landscaping in right-of- way	\$25.00
Parcel or Final Map Subdividing Property	\$3,972.00 for four lots + \$199.00 per each additional lot + recording costs

Source: Town of Colma Public Works Department

School Fees

In 1987, Assembly Bill 2926 amended the California Government Code to authorize school districts to levy school impact fees on new residential, commercial, and industrial development. There are two school districts that serve Colma: The Jefferson Union High School District (which includes Bayshore Elementary School, Brisbane Elementary School, Jefferson Elementary School, Pacifica Elementary School District) and the South San Francisco Unified School District. There is one high school district, the Jefferson Union High School District. School fees are collected to offset costs of rehabilitation and maintenance of school buildings. Fees are collected on all new construction projects in Colma, ADUs over 750 sq. ft., and residential remodels that add 500 square feet or more. Residential school development fees for the Bayshore, Jefferson, and Pacifica Elementary School Districts, and Jefferson Union High School District, are \$4.79 per square foot.

Parkland Dedication

The Colma City Council adopted Ordinance 641 in 2006 to require dedication of land and/or payment of a parkland dedication fee. The parkland dedication fee applies to projects in Colma that require approval of a tentative map or parcel map for residential uses by one or more dwelling units but exempts subdivisions containing fewer than 5 parcels and not used for residential purposes. This fee is determined by multiplying 0.003 acres per person in the dwelling unit (which is the same as three acres per 1,000 persons) times the total number of dwelling units in the development times the average number of persons per dwelling unit in the subdivision for which the approval of a map is being sought. The ordinance assumes that the average number of persons in a dwelling unit in the subdivision will be 3.07, which is the average occupancy based on the 2020 Census and the 2020 American Community Survey 5 Year Estimates. In subdivisions of more than 50 lots, or in the case of a condominium project, stock cooperative or community apartment project, if the subdivision contains more than fifty (50) dwelling units, the developer shall both dedicate land and pay a fee. The purpose of collecting these fees is to provide park and/or recreational land for use by the residents of Colma. The Colma Parkland Dedication Fee ordinance is based on California State enabling legislation, so it is applicable statewide. Therefore, it is not viewed as a constraint to development, as many communities in the area have adopted the same regulations.

Local governments typically assess many different types of residential development fees. These include planning fees, building permit and related fees, capital facilities fees and development impact fees. Residential planning and building fees are broadly required by all jurisdictions in San Mateo County. In Colma, such fees are noted here as affecting development, but are not viewed as a governmental constraint.

Affordable Housing Fees

The Colma City Council adopted an affordable housing impact fee which applies to housing, office, and retail development. The fees contribute to the Town's housing fund which is used to increase and improve the supply of housing affordable to moderate, low and very low-income households. The use of the fund is not limited to the housing opportunities within the Town's boundaries but also includes surrounding areas in San Mateo County.

Pursuant to Subchapter 5.12 of the Colma Municipal Code, Housing Impact Fee payments are required for all new for-sale residential developments of 5 or more units, for-rent residential developments, and commercial/non-residential developments that result in new floor area exceeding 5,000 square feet. For-sale residential development projects of fewer than 15 units that are not, and have not been, part of a larger residential development project, may propose an alternative equivalent action such as land donation and off-site construction, subject to the review and approval by the City Council.

The affordable housing impact fee is based on the size and use of proposed developments as noted in Table 56 below.

Table H-56: Affordable Housing Impact Fees

Use	Fee per Square Foot of Net New Floor Area
Residential Use	
Single Family Detached Home	\$10.00
Townhouses, Duplexes and Triplexes	\$ 15.00
Apartments and Condominiums	\$ 15.00
Non-Residential Use (Only applies to developments over 5,000 sf)	
Hotel	\$5.00
Retail, Restaurants and Services	\$5.00
Office, Medical Office and Research and Development Uses	\$5.00

Source: Town of Colma Planning Department

Inclusionary Housing

In December 2005, the Town adopted an Inclusionary Housing Ordinance amending the Colma Municipal Code. This Ordinance requires developments of 5 or more units including 20% inclusionary affordable units or pay an in-lieu fee to the Colma Housing Trust Fund. This Ordinance was amended in September 2016 through changes to Colma Municipal Code Section 5.12.

For for-sale residential developments of fewer than fifteen units, the developer may elect, as an option, to satisfy the requirements of this section by paying the in-lieu fee. At least 20% of the inclusionary units (or 4% of the total development) must be restricted to occupancy by very low-income households. An 20% of the inclusionary units (or 4% of the total development) must be restricted to occupancy by low-income households. The remaining 60% (or 12% of the total development) to moderate income households. Additionally, a minimum of 45 years for owner-occupied units must remain affordable.

For rental residential development, of five or more units, a Housing Impact fee is required. This fee is calculated based on net new square footage of residential floor area, excluding the square footage of units that are renter at affordable rent to moderate, low, or very low-income households so long as such units are deed restricted as such. The rental inclusionary housing provisions currently meet state requirements.

The Town's Affordable Housing Fund has not been utilized for the construction of new units. Funding from Veterans Village came from outside sources and the Hoffman Estates and Verano developments were completed prior to the establishment of the fund.

The framework and incentives for inclusionary housing is strong and providing ample incentives for developers to build both for-sale and for-rent housing for all income levels. The biggest challenge the Town faces whether it is for commercial or residential uses is available land that is not dedicated to cemetery use.

HOUSING GOALS, POLICIES, AND PROGRAMS

This section describes this Housing Element's policies and programs, and quantifies the objectives intended to guide housing development in Colma until the year 2031. Many of the following programs are carried over from the 2015 Housing Element.

KEY HOUSING CONSIDERATIONS

By the year 2030, nearly one in four San Mateo County residents will be over the age of 65. We must prepare for the aging baby boomer population by supporting healthy aging. Communities can support healthy older adults by placing neighborhood services near housing to allow for an easy walk between destinations, and accessibly high-quality public transit. Housing options for seniors can include senior housing with a variety of levels of services provided, assisted living facilities (a growing trend), and aging in place. Universal design (a set of building and design standards that make it easy for someone of any age to occupy a housing unit) can assist with aging in place. Shared housing arrangements (i.e., renting a room in an existing home) can also help meet senior needs.

Preserving the existing housing stock in Colma is a high priority. Continued maintenance of the existing housing stock helps provide lower-cost housing and ensures high-quality neighborhoods. Housing activities that help achieve these goals include rehabilitation of single- and multi-family housing, and code enforcement. Through code enforcement, and neighborhood and home improvement programs, the Town maintains the safe and healthy condition of existing housing units.

Providing affordable housing is essential for a healthy and balanced community. In addition to a diverse mix of housing types, it is necessary to make housing available for residents of all income levels. Throughout the Bay Area, residents face increasing challenges in finding affordable housing due to high housing demand at all levels. High demand and short supply have driven property values to levels that have shut many families and individuals out of the ownership market as well affordable rental housing. Lower-income families in particular find it difficult to secure decent, safe housing. The Town of Colma works with both nonprofit and for-profit developers to assist in the production of affordable for-sale and rental housing when opportunities arise. Seeking funding from varied sources increases opportunities for the development of affordable housing. Meeting the housing needs of all residents of the community requires the identification of adequate sites for all types of housing. By capitalizing on the variety of options available through the General Plan and continuing to maintain an inventory of potential sites, the Town will ensure that adequate residentially zoned and mixed-use sites are available to facilitate the development of a variety of housing types.

Market and governmental factors pose constraints to the provision of adequate and affordable housing. These factors tend to disproportionately impact lower- and moderate-income

households due to their limited resources for absorbing costs. The Town of Colma is committed to removing governmental constraints that might hinder the production of housing. To fully meet the community's housing needs, the Town must ensure that housing is accessible to all residents, regardless of race, religion, family status, age, or physical disability.

HOUSING ELEMENT GOALS, POLICIES, PROGRAMS AND OBJECTIVES

Colma's long-term housing goal is to facilitate and encourage housing that fulfills the diverse needs of the community. The Housing Element identifies long-term housing goals and shorter-term policies to address the identified housing needs. The goals and policies are implemented through a series of housing programs. Programs identify specific actions the town will take toward putting each goal and policy into action.

The goals, policies, and programs build upon the identified housing needs in the community, constraints confronting the town, and resources available to address the housing needs. This Housing Element will guide Colma's housing policy through the 2023-2031 planning period.

Colma's housing goals, policies, and programs address the six major housing needs identified by State law:

- Maintain and preserve the existing affordable housing stock
- Assist in the development of affordable housing
- Identify adequate sites to achieve a variety and diversity of housing
- Remove constraints to housing development
- Promote equal housing opportunities
- Provide programs to meet other identified housing needs

Colma takes a comprehensive approach to housing planning. Housing, land use, economic development, and transportation policies work together to address the total housing need in Colma.

Colma has established eight goals relating to housing. These goals include seven goals from the 2015 Housing Element and one new goal. Under each goal, policies related to that goal area are listed.

Goal A: Identify adequate sites, with appropriate zoning and development standards and services, to accommodate Colma's share of the regional housing needs for each income level.

Goal B: Assist in making available adequate housing to meet the needs of extremely low, very low-, low-, and moderate-income households.

Goal C: Address and where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities.

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- Goal D:** Conserve and improve the condition of the existing housing stock.
- Goal E:** Preserve assisted housing developments at risk of conversion to market-rate.
- Goal F:** Affirmatively Furthering Fair Housing. Meaningful actions to promote equal housing opportunities for and combat discrimination against all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, disability, or economic background.
- Goal G:** Encourage sustainable residential development that is energy efficient and consistent with existing and future Town values and policies related to reducing greenhouse gas emissions.
- Goal H:** When opportunity sites are developed, they require provision of public benefits with values proportional to the project's building square footage, in excess of established development standards.

To reach the above identified housing goals, specific housing policies and programs have been identified. Table H-57, identifies each housing policy, the specific housing goals that the policies relate to, and the programs implementing the policies. Table H-58 identifies the quantified objectives for construction, rehabilitation, and conservation of housing in the Town of Colma.

Table H-57: Town of Colma Goals, Polices, Programs and Objectives

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Policy 1: Encourage the construction of cost-effective single-family housing that caters to all income levels and demographics in the Sterling Park Residential Neighborhood.				
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 1.1 Provide regulatory incentives to facilitate manufactured housing development in single-family residential zoning designations.</p> <p>In May of 2013 the City Council adopted Ordinance No. 720, allowing manufactured homes to be located in a single-family residential zone, provided it is on a permanent foundation, devoid of wheels or axles, and meets specified design standards, and establishing development standards applicable to manufactured homes.</p>	<p>Annually starting in 2023 through 2031</p>	<ul style="list-style-type: none"> • Planning Department will compile a list of housing manufacturers for residents interested in this type of housing. • The planning department will develop objective design standards for manufactured housing in single-family zoning designations. • Update the Colma Municipal Code to reflect new development and design standards for manufactured housing. Conduct annual outreach to community stakeholders to provide updates about new affordable housing opportunities. 	<p>The construction of up to 4 new suburban lots (if utilizing SB 9 lot split) on the vacant parcel on B Street in the Sterling Park Neighborhood by 2031.</p>

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 1.2 General Plan Consistency Review and Annual Report.</p> <p>Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400. Provide an annual report on the Town's housing efforts to the City Council and ensure the annual report is available to the public.</p>	<p>Continue internal consistency review annually from 2023 to 2031 and make reports available to the public.</p>	<p>The planning department will continue internal consistency review annually from 2023 through 2031 and make reports available to the public.</p>	<p>Increase awareness to decision makers of annual progress toward meeting Housing Element Goals.</p>
<p>Policy 2: Encourage the construction of second dwelling units where appropriate.</p>				
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 2.1 Second Unit Ordinance.</p> <p>Pursuant to Colma's Zoning Code, second dwelling units are permitted in the "R" Zone, in accordance with state law. They are also permitted in the "C" zone with a Conditional Use Permit.</p> <p>Planning department to update the Town's Second Unit Ordinance to align with State ADU laws that will go into effect on January 1, 2023.</p> <p>Planning department to create outreach materials for Second Unit and ADU development with objective design standards.</p>	<ul style="list-style-type: none"> • Update the Second Unit ordinance prior to the end of 2023. • Create outreach materials and objective design standards prior to the end of 2023. 	<p>The planning department will update the second unit ordinance and create outreach materials including objective design standards for ADU and second units.</p>	<ul style="list-style-type: none"> • To increase the number of second units/ADU/JADU by the end of 2031. • Starting in 2023, one (1) second units/ADUs/JADUs annually.

<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 2.2 Accessory Dwelling Units.</p> <p>The Town's zoning regulations allows an ADU or JADU subject only to a building permit under subsection 5.19.040(A) may be created on a lot in a residential or mixed-use zone. To maximize ADU development, this program will incorporate additional provisions beyond those required under State law including the following:</p> <ul style="list-style-type: none"> • Seek grants to help with ADU development • Conduct an annual survey of homeowner interest in ADUs and JADU • Develop ADU and JADU outreach materials • Notify residents of ADU/JADU eligibility <p>The Town will update the municipal code and ordinance to reflect state law for ADU/JADU that go in effect on January 1, 2023.</p> <p>The Town will continue to facilitate ADU construction by providing information to interested homeowners and on the Town's website and will track the number of new ADUs inquiries, issued permits, and completed projects.</p> <p>ADU production will be monitored on an annual basis and continue to update grant opportunities to help applicants with costs.</p> <p>In March 2017, the Town adopted an Ordinance related to any proposed ADU or JADU that does not conform to the objective standards set forth in Municipal Code Section 5.19, may be allowed with a Conditional Use Permit, in accordance with section 5.030.400 through 5.030.430.</p>	<p>Annually starting in 2023 through 2031</p>	<p>The planning department is responsible for all ADU/JADU programs including the Town's municipal code and ordinance related to ADUs/JADUs.</p>	<ul style="list-style-type: none"> • To increase the number of completed ADU/JADU by the end of 2031. • Starting in 2023, one (1) second units/ADUs/JADUs annually. • To have annual outreach materials, surveys, and housing-related workshops to highlight ADUs/JADUs and provide updates to state legislation (if changes have been made).
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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.				
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p> <p>Goal C: Remove governmental constraints</p>	<p>Program 3.1 Develop Objective Development and Design Standards for Planned Development Districts and create Administrative Approval Process.</p> <p>Pursuant to the Colma Zoning Ordinance, parcels zoned as “Planned Development (PD)” permit a mix of uses, including both residential and commercial. Higher-density, multi-unit residential developments are permitted in PD zones.</p>	<p>Starting in 2023 through 2031 and as inquiries are presented</p>	<ul style="list-style-type: none"> • The Planning Department will establish clear objective design and development standards for “PD” Districts. • The Planning Department will establish an Administrative Approval Process to streamline review of any high-density or mixed-use projects in the PD District. 	<p>For each commercial, and residential project, review and analyze the optimization of developable land.</p> <p>The .41-acre site on El Camino Real and Collins Avenue, at least 8 residential units.</p> <p>The .72-acre site on Collins Avenue near El Camino Real, at least 14 residential units.</p> <ul style="list-style-type: none"> • Removes any constraints from requiring high-density residential or mixed-use projects to undergo a discretionary review process. • Establishes objective development and design standards and administrative processing procedures that will streamline the housing review process for high-residential and mixed-use projects in PD Districts.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal B: Assist in making affordable units available	<p>Program 3.2 Update the Town’s Density Bonus Provisions to Stay Consistent with State Density Bonus Law.</p> <p>In December of 2005, the Town adopted a Density Bonus Ordinance that provides for the granting of concessions and an increase in density for qualifying residential projects, consistent with State Law.</p>	Annual review of the State’s Density Bonus Law and update the Town’s Ordinance as needed.	<ul style="list-style-type: none"> • The planning department will assess and make any required amendments to the Town’s Density Bonus Ordinance to stay consistent with State density bonus laws. • City Council is responsible for the adoption of updates to the Town’s Density Bonus Ordinance. 	A total of 22 extremely low-, 22 very low-, and 25 low-income affordable units by the end of 6 th Housing Element cycle.
Goal B: Assist in making affordable units available	<p>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations.</p> <p>Per state law, parking minimums are no longer required on projects that are located within .5 mile of high-quality transit, which can be utilized in the density identified in the 2040 General Plan from 30 du/ac to higher densities.</p>	Starting in 2023, annually review state legislature and update Town’s ordinance as needed.	<ul style="list-style-type: none"> • Planning Department is responsible for keeping up to date with state laws, identifying applicable property owners, and annual engagement. • The planning department will identify and reach out to applicable property owners in the vicinity of the BART stations to utilize state law removing parking requirements and 	<ul style="list-style-type: none"> • Vacant parcels that are located near BART stations, encourage development to be over 30 du/ac. • Updated parking standards will facilitate in feasibility of high-density development near the BART station. • Remove constraints for projects that meet all characteristics for a Categorical Exemption under CEQA for infill development projects.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
			<p>maximize housing units including affordable units.</p> <ul style="list-style-type: none"> As part of the Zoning Code update in 2023, the Planning Department will update the Town's parking standards to include objective parking standards that will help facilitate a compact, well-designed residential development. The Planning Department will review and process qualified urban infill and residential projects with a categorical exemption under CEQA. The use of the CEQA exemption will be assessed on a case-by-case basis to ensure projects are absent of any potentially significant environmental impacts. 	<ul style="list-style-type: none"> At 7733 El Camino Real, at least 16 total housing units, but encourage more. At 7778 El Camino Real, at least 15 total housing units, but encourage more.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal B: Assist in making affordable units available</p>	<p>Program 3.4 Inclusionary Housing.</p> <p>The Town adopted an Inclusionary Housing Ordinance amendment which requires developments of 5 or more units including 20% inclusionary affordable units or pay an in-lieu fee to the Colma Housing Trust Fund. The program will help support the inclusion of units at extremely low-, very-low, low-, and moderate income levels.</p>	<p>Starting in 2023, and annually through 2031.</p>	<p>City Manager administers the Housing Fund.</p> <ul style="list-style-type: none"> • Planning department will record, assess parcels, and reach out to housing developers. • The planning department will identify and keep a record of possible developable parcels within the town in which monies from the Housing Fund can be utilized. • The planning department will contact for-profit and nonprofit developers to gauge interest in identified parcels 	<p>Develop a total of 22 extremely low-, 22 very low-, and 25 low-income units by the end of 6th Housing Element cycle.</p>
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 3.5 Establish a Housing Element Overlay Zone</p> <p>The planning department will create a new overlay district based on the opportunity sites from the 6th cycle Housing Element. This overlay district will reflect state law that will be effective January 1, 2023. Some highlights of this overlay district will be:</p>	<p>2023 through 2031. This overlay will go into effect once the 6th cycle Housing Element is adopted by City Council and certified by HCD.</p>	<ul style="list-style-type: none"> • Create a new overlay district based on the opportunity sites from the 6th cycle Housing Element. This overlay district will reflect state law that will be effective January 1, 2023. Some 	<p>By the end of the 6th Housing Element cycle, to have built 22 extremely low-, 22 very-low, 25 low, 37 moderate, and 96 above-moderate units for a total of 202 units.</p>

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal C: Remove governmental constraints</p>	<ul style="list-style-type: none"> Residential use on commercially zoned property without rezoning for projects that pay prevailing wages CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development that meets affordable housing targets and pays prevailing wages No parking minimums within half-mile of high-quality transit. 		<p>highlights of this overlay district will be:</p> <ul style="list-style-type: none"> Residential use on commercially zoned property without rezoning for projects that pay prevailing wages CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development that meets affordable housing targets and pays prevailing wages No parking minimums within half-mile of public City Council to approve overlay district, as part of General Plan Update amendment, by March 2023. 	

Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.

<p>Goal C: Remove governmental constraints</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 4.1 Reasonable Accommodations Ordinance Public Information, Ordinance Amendment and Monitoring</p> <p>In January 2007, the Town adopted an ordinance amending the Colma Municipal Code to provide a procedure by which persons with disabilities can request reasonable accommodation in seeking equal access to housing. The procedure includes an application form, establishes review authority, requires public noticing and requires findings.</p> <p>In March 2015, the Town amended its Reasonable Accommodation Ordinance to remove provisions that are not in compliance with fair housing laws. The Town will continue to provide public information to continue to allow for reasonable accommodation for persons with special needs. The Town will regularly monitor the implementation of the Town’s codes, policies, and procedures to ensure that they comply with the “reasonable accommodation” for disabled provisions and all fair housing laws.</p>	<p>Ongoing, continuing in 2023 and annually.</p>	<ul style="list-style-type: none"> • The Planning Department is responsible for amending and providing information about the municipal zoning code and monitoring the implementation of the Town’s codes, policies, and procedures to ensure that they comply with the “reasonable accommodation” for disabled provisions and all fair housing laws. • The Planning Department shall assess all available resources available to the Town for use in funding and operation of services, programs, or activities that support reasonable accommodations for segmented groups with disabilities. • The Planning Department will work with the ADA Coordinator to obtain guidance on the 	<p>To ensure that reasonable accommodation is made for individuals to have equal access to housing.</p>
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			reasonable accommodations' application process.	
Goal E: Preserve assisted housing developments at-risk of conversion to market- rate. Goal F: Equal Opportunity for Housing	Program 4.2 Expand Senior Housing Opportunities. Through this program the Town maintains and manages Creekside Villas, an 18-unit Senior Housing Complex on El Camino Real. The current rental structure is designed to provide subsidized and affordable units to low-income seniors. This program aims to preserve affordable housing units for the senior population in town.	Ongoing	<ul style="list-style-type: none"> • Town of Colma Administration and the Department of Public Works are responsible for maintenance/ management of the facility. • The Planning Department will work with developers to identify and expand senior housing opportunities in mixed-use and high-density multi-family housing projects. 	<ul style="list-style-type: none"> • To maintain affordable housing for seniors within the community. • To integrate senior housing into mixed-use and high-density developments in areas that are suitable for more modest income seniors.
Goal F: Equal Opportunity for Housing	Program 4.3 Identify Opportunities for Emergency Shelters and Homeless Assistance. California Government Code Section 65583(a) (4) requires Colma to assess the need for emergency homeless shelters and zones to permit these shelters by right and without environmental review. In May of 2013, the Town of Colma amended its Municipal Code to implement Government Code Section 65583(a) 94). The amendment allows for the construction of an emergency homeless shelter within the Commercial (C) district. The Town of Colma supports LifeMoves for resources to homeless individuals and families or those at risk of being homeless.	Ongoing	<ul style="list-style-type: none"> • The Planning Department will work with LifeMoves to obtain resources for homeless individuals. • The Planning Department will update the Town's website with resource and guidance for individuals seeking homeless assistance. • The Planning Department will provide 	<ul style="list-style-type: none"> • Promote housing and services for homeless individuals by supporting agencies such as LifeMoves.

			<p>street outreach through volunteers and Homeless Liaisons.</p> <ul style="list-style-type: none"> • Planning Department responsible for advising a potential developer of an emergency shelter of the zoning provisions. • Building Department responsible for processing building permits. 	
<p>Goal F: Equal Opportunity for Housing</p>	<p>Program 4.4 Housing Opportunities for Persons with Developmental Disabilities</p> <p>Provide housing opportunities for individuals with disabilities so that they have access to public services in the least restrictive and most integrative setting appropriate to their needs.</p> <p>Identify areas where community-based housing could exist and create outreach programs to identify residents in Colma who need this type of housing and services.</p>	Ongoing	<ul style="list-style-type: none"> • The Planning Department will identify existing community-based housing types such as community care facilities and group homes. • The Planning Department will prepare outreach programs to inform Colma residents and families of available housing and services for persons with developmental disabilities. • The Planning Department will reach out to local service providers of special needs groups to assist in 	<ul style="list-style-type: none"> • Provide equal opportunity for segmented groups with developmental disabilities to be able to live independently in an affordable housing. • Supports a variety of housing types to help address needs of persons with developmental disabilities. • Identifies unmet needs to overcome any constraints, including lack of capacity and available resources for segmented groups.

			<p>the identification and analysis of constraints to the provision of housing for persons with disabilities.</p> <ul style="list-style-type: none"> • The Planning Department will assess and implement development standards that supports by-right zoning for care facilities, including residential care facilities, that would contribute to affordable housing for segmented groups. 	
<p>Goal B: Assist in making affordable units available</p> <p>Goal F: Equal Opportunity for Housing</p>	<p>Program 4.5 Low-Barrier Navigation Centers</p> <p>To comply with AB 101, the Town will amend the zoning code to permit Low-Barrier Navigation Centers in the C Zone. Low-Barrier Navigation Centers as defined by Government Code 65660(a) is housing or shelter in which a resident who is homeless or at risk of homelessness may live temporarily while waiting to move into permanent housing.</p>	<p>Amend the zoning code prior to the end of 2023.</p>	<p>The planning department will update the zoning code</p>	<ul style="list-style-type: none"> • Identify areas where Low-Barrier Navigations could exist • Support temporary housing types to help address the needs of those who are homeless or at risk of homelessness.

Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.

<p>Goal B: Assist in making affordable units available</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 5.1 Knowledgeable Housing Referral.</p> <p>The Colma Planning Department currently retains a listing of major agencies and organizations active in housing related services in nearby cities and a listing of relevant regional, state, and federal offices providing project funding and individual assistance. Persons requesting information or assistance relative to fair housing discrimination complaints shall be referred to the County Community Services Department and provided with State and Federal printed information concerning Fair Housing Law and rights. Local fair housing policies are posted for public review at the Town Hall, Colma Community Center, and Creekside Villas - the Town's Senior Housing Complex.</p>	<p>Ongoing implementation of existing program.</p> <p>Annual updating of lists of major agencies and organizations active in housing related services.</p>	<p>Planning Department will continue to manage existing programs and resources for affordable housing.</p>	<p>To ensure that referrals can be made to provide equal access to housing.</p>
<p>Goal E: Preserve assisted housing developments at-risk of conversion to market- rate.</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 5.2 Human Investment Project (HIP) Support.</p> <p>The Town supports the Human Investment Project (HIP), which provides affordable housing opportunities to residents of San Mateo County such as a Home Sharing Program for the elderly and roommate referral. Information about HIP is periodically printed in the Town's monthly newsletter.</p>	<p>Ongoing implementation of existing program.</p> <p>Annual outreach to HIP Housing.</p>	<p>Planning Department is responsible for the ongoing management of the existing program.</p> <p>City Council is responsible for the approval of any monetary support.</p>	<p>Support better utilization and maintenance of existing housing stock and provides affordable housing.</p>

<p>Goal B: Assist in making affordable units available</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 5.3 Section 8 Rental Assistance.</p> <p>Through this program, the Town actively encourages very-low to low income households to apply to the San Mateo Housing Authority for rent subsidies. Information on application dates and contacts will be disbursed to the community by the Colma Planning Department, in addition to the Housing Authority's local advertisement. The Town's existing newsletter, mailed to all households, is also utilized to distribute information, as is the Town's website.</p>	<ul style="list-style-type: none"> • Ongoing implementation of existing program. • Bi-annual assessment of program and coordination with landlords 	<ul style="list-style-type: none"> • Planning Department is responsible for the ongoing management of the existing program. • Planning Department conduct outreach programs that focus on promoting Section 8 Rental Assistance • Planning Department will contact and coordinate with landlords of affordable multifamily complexes bi-annually to provide information and assistance on the program. 	<ul style="list-style-type: none"> • Continues to encourage qualified persons to participate in Section 8 Rental Assistance. • Ensures that information is provided to qualified applicants to provide equal access to housing.
<p>Goal B: Assist in making affordable units available</p> <p>Goal E: Preserve assisted housing developments.</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 5.4 Address needs of Extremely Low-Income Households.</p> <p>To address the housing needs of extremely low-income, very low-, low-, low- and moderate-income households, the Town will identify and meet with property owners and nonprofit builders annually who specialize in building housing for extremely low-income households including those with special needs and veterans. This effort is designed to build a long-term partnership in development, assist potential developers in gaining access to specialized funding sources, identify the range of local resources and assistance needed to facilitate the development of housing for extremely low-income households, and to promote a variety of housing</p>	<p>Ongoing. Meetings with property owners and non-profit developers on an annual basis. Planning Department Staff participated in several panel discussions and interacted with developers and housing advocates as part of the 21 Elements process</p>	<ul style="list-style-type: none"> • Planning Department will lead the outreach and information dispersal efforts. • Planning Department will develop concessions for developers who include extremely low-income units within affordable housing developments. 	<p>Assists developers and property owners in making affordable units available, which, in turn, provides equal housing opportunities to segmented groups</p>

	types, including higher density, multi-family, and shared housing.	to prepare this Housing Element.		
Goal B: Assist in making affordable units available	Program 5.5 Demonstrate consistency with the Employee Housing Act. Amend the zoning code to allow for employee housing for six or fewer employees to be treated as and permitted in the same zones as single-family structures and employee housing consisting of no more than 12 units or 36 beds to be permitted in the same manner as agricultural uses in the same zone.	Amend the zoning code prior to the end of 2023.	The planning department will update the zoning code.	<ul style="list-style-type: none"> To ensure that the Town is consistent with the Employee Housing Act. Support various housing types to help address the needs of employees in Colma
Goal B: Assist in making affordable units available Goal F: Affirmatively Furthering Fair Housing	Program 5.6 Single Room Occupancy (SRO Housing) Amend the zoning code to allow for single room occupancy housing in the Colma zoning code in R-S, and C zoning districts. Add "single room occupancy housing" to the definition section of the zoning code.	Amend the zoning code prior to the end of 2023.	The planning department will update the zoning code.	To ensure that reasonable accommodation is made for individuals to have equal access to housing.

Policy 6: Recommend and promote energy conservation in existing and new housing.

<p>Goal G: Sustainable residential development</p>	<p>Program 6.1 Green Building Regulations for Residential Uses. The Sustainability Manager recommend for adoption of reach code (starting January 1, 2023) that all new residential construction to be all-electric, requirements for enhanced vehicle charging infrastructure for new residential and non-residential construction.</p>	<p>Estimated completion of the study will be towards the end of Q4 2022, with considerations and approvals presented to City Council in January 2023 and to go into effect once adopted by the City Council</p>	<ul style="list-style-type: none"> • Sustainability Manager to coordinate with Planning Department to amend Municipal Code once adopted by City Council. • Building Department to enforce reach code requirements for new construction projects. 	<ul style="list-style-type: none"> • Reduce GHG Emissions from both new residential and non-residential buildings. • Reduce the reliance on natural gas.
<p>Goal G: Sustainable residential development</p>	<p>Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage. Utilizing the Town's website and residential newsletter, the Town will provide information to the public on programs to assist in the provision of energy efficiency measures during new construction or as a residential retrofit. This includes updates to the existing program and new rebate programs.</p>	<p>Proactive Outreach</p>	<ul style="list-style-type: none"> • Planning and Building Departments to proactively educate applicants for applicable projects. 	<ul style="list-style-type: none"> • To create new and sustainable residential development. • To retrofit existing structures to increase efficiency and reduce energy use and cost.
<p>Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.</p>				

<p>Goal D: Conserve and improve the condition of the existing housing stock.</p> <p>Goal E: Preserve assisted housing developments at-risk of conversion to market- rate.</p>	<p>Program 7.1 “Rebuilding Together Peninsula” Participation.</p> <p>The Town will continue affhin Rebuilding Together Peninsula as opportunities arise. Rebuilding Together Peninsula is a program organized by the Mid-Peninsula Housing Coalition. Through this program, Colma citizens and employees volunteer to rehabilitate a residence in the area, so their neighbors can live in warmth, safety and independence.</p>	<p>Ongoing participation in existing program.</p>	<p>All Town staff and residents responsible for participation.</p>	<p>To conserve and improve the condition of the existing housing stock.</p>
<p>Goal D: Conserve and improve the condition of the existing housing stock.</p>	<p>Program 7.2 Neighborhood Improvement (Code Enforcement).</p> <p>Continue neighborhood improvement efforts through an active code enforcement program and provide staff as needed to improve residential areas.</p>	<p>Completed. Ordinance adopted September 12, 2012. Ongoing code enforcement program.</p>	<ul style="list-style-type: none"> • Planning Department will assess the conditions of the existing housing stock to determine processes for which cleanup and maintenance • Planning Department will seek out funding sources to assist with residential maintenance • Code Enforcement will assist with the inventory of residential units in need of maintenance and will coordinate with the Planning Department 	<p>Conserves and improves the conditions of the existing housing stock.</p>

			to assess common maintenance items. <ul style="list-style-type: none"> • Planning Department, with assistance from the Building Official and City Attorney's office. 	
Goal D: Conserve and improve the condition of the existing housing stock.	Program 7.3 Organize Community Clean Up Days. Town will organize community clean up days, to promote rehabilitation, renovation, and home care. Programs include waste hauling programs, Town-provided painting materials, other renovation supplies, and organize volunteers.	Ongoing – the Town organizes community clean-up days on an annual basis.	Planning and Recreation departments responsible for program. City Council is responsible for adopting program.	To conserve and improve the condition of the existing housing stock.
Policy 8: Promote public participation transparency in housing and land use plans				
Goal C: Remove governmental constraints Goal F: Affirmatively Furthering Fair Housing	Program 8.1 Housing and Land Use Public Participation The Town will undertake public participation from all segments of the community including residents, members of workforce, all economic segments, and special needs groups regarding housing and land use in town.	Starting in 2023 and on an annual basis.	Planning Department will focus its outreach to the underrepresented, providing materials in various languages and in digital and print media. Projects related to housing will be continually updated on the Town's website as needed.	<ul style="list-style-type: none"> • Annual outreach to underrepresented community members which result in upward trending participation. • Update housing related projects on the Town's website as needed.
Goal C: Remove governmental constraints Goal F: AFFH	Program 8.2 Zoning and Fees Transparency The Town will post all zoning and development standards as well as inclusionary requirements for each parcel on its website.	Starting in 2023. Updating as opportunity sites are developed or new sites are made available.	Planning Department will organize all opportunity sites which will include objective development standards, inclusionary standards for all income levels, and fees.	<ul style="list-style-type: none"> • Update housing related projects on the Town's website as needed. • Meet inclusionary housing units for all income levels for the 6th cycle.

QUANTIFIED OBJECTIVES

Table H-58 summarizes quantified objectives for the construction, rehabilitation and conservation of housing in the Town of Colma for this Housing Element. The RHNA allocation for the town includes 44 very low (this includes extremely low-incomes), 25 very low, 37 moderate, and 96 above moderate units for a total of 202 units. To account for extremely low-income units, the allocated 44 units for very low is divided in half, where 26 new units will be allocated to the extremely low-income levels and 27 new units to the very low-income levels. At the time of this draft of the Town has not identified any units that may be considered rehabilitation and/or conservation/preservation eligible. Under the Town of Colma Goals, Policies, Programs and Objectives table, Policy 7, the goals are to identify housing units that would be eligible for rehabilitation and/or conservation/preservation.

Table H-58: Quantified Objectives 2023-2031

Income Category	RHNA	New Construction	Rehabilitation	Conservation/ Preservation	Total ¹
Extremely Low (Less than 30% of AMI) ²	0	26	0	0	0
Very Low (30-50% of AMI)	44	27	0	0	0
Low (50-80% of AMI)	25	30	0	0	0
Moderate (80-120% of AMI)	37	44	0	0	0
Above Moderate (Greater than 120% of AMI)	96	128	0	0	0
Total	202	255	0	0	255

Notes:

¹Totals in each category are estimated based on site inventory, income category of existing units to be conserved and past performance in rehabilitation.

²The "extremely low income" category is not formally included in the RHNA. However, cities are charged with addressing the housing needs of this population in the Housing Element. The extremely low-income totals are based on an estimated average of 50 percent of all very low-income households, per HCD direction.

EVALUATION OF THE PRIOR 2015 HOUSING ELEMENT

State housing element law requires communities to assess their achievements under adopted housing programs as part of the update of an existing housing element. These results should be quantified where possible (e.g., rehabilitation results), but may be qualitative where necessary (e.g., mitigation of governmental constraints). Past accomplishments are compared with what was projected or planned as part of the earlier housing element. Where significant shortfalls exist between what was planned and what was achieved, the reasons for such differences must be discussed.

The 2015 Housing Element identified a number of programs designed to facilitate affordable housing and quantified the number of units to be achieved through the various programs. An evaluation of the housing programs included in the 2009 Housing Element ultimately informed the policies and programs of the 2015 Housing Element, as several successful programs were carried over to this Housing Element, some less successful programs were modified by either consolidation or through elimination.

EFFECTIVENESS OF PREVIOUS HOUSING ELEMENTS

The previous Housing Elements have been effective in maintaining, improving and increasing the supply of new housing.

The 2015 Housing Element called for 59 new units. Town records show that 75 new units were built under the 2015 Housing Element, exceeding the goal of 59 units. Therefore, the 2015 Housing Element was highly effective in meeting its RHNA allocation. This success was due to a successful identification of opportunity sites in the Housing Element and policies favorable to housing development.

Special needs populations include elderly, persons with disabilities, large families, female-headed single parent households, farmworkers, persons experiencing homelessness, and extremely low incomes. The Town made a diligent effort in addressing the needs of the housing needs of these groups through the programs and policies in the 2015 Housing Element. As a result of these programs, Veterans Village was built and completed. 31 very-low units and 34 low-income units were made available to Veterans who at one time formerly homeless, low-income, and have special needs.

Colma is in compliance with Assembly Bill 1233, which requires that necessary rezoning identified by the previous Housing Element be adopted within a specific time frame.

APPROPRIATENESS OF THE 2015 HOUSING ELEMENT POLICIES AND PROGRAMS

After thorough review, staff identified policies and programs from the 2015 Housing Element that will be carried over into the 2023 Housing Element. Some programs have been modified to strengthen the program, some consolidated into one program, and others eliminated. The 2015 Housing Element contains a series of Implementation Programs. Table H-59 provides a program-by-program review considering progress to date in implementation of these program actions, and the continued appropriateness of identified programs. The results of this analysis form the basis for developing the comprehensive housing program strategy presented in the General Plan Housing Element.

HOUSING ELEMENT PROGRAM EVALUATION (2015-2023)

Table H-59: Town of Colma Previous Housing Element Accomplishments

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
Policy 1: Encourage construction of single family detached homes at all income levels in the Sterling Park residential neighborhood.			
<p>Program 1.1 Manufactured Housing Design Standards. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allows for construction of single-family residences at lower costs, thereby reducing the cost of housing.</p>	<p>In May of 2013 City Council adopted Ordinance No. 720, allowing manufactured homes to be located in a single-family residential zone, provided they are on a permanent foundation, devoid of wheels or axles, meets specified design standards, and established development standards applicable to manufactured homes.</p>	<p>Since adoption of this ordinance in 2013, no requests have been made to construct a manufactured home. This program is continued in the 2023 Housing Element. (see Program 1.1) Modifications to the program include annual outreach, developing objective design standards for manufactured housing in single-family housing zoning designations, and encourage developers to utilize lot split under SB 9.</p>
<p>Program 1.2 General Plan Consistency Review and Annual Report. Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400. Timing: Ongoing Responsibility: Planning Department</p>	<p>Increase awareness of decision-makers of annual progress toward meeting Housing Element Goals.</p>	<p>Continue internal consistency review annually and make reports available to the public.</p>	<p>The Town's General Plan was adopted in March 2022 and the Planning Department continues to annual report housing progress to HCD. This program is continued in the 2023 Housing Element. (See Program 1.2).</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			Modifications to the program include annual internal consistency review and public reporting of the review on the Town's website.
Policy 2: Encourage construction of second dwelling units where appropriate.			
<p>Program 2.1 Second Unit Ordinance. Pursuant to Colma's Zoning Code, second dwelling units are permitted in the "R" Zone, in accordance with state law. Second dwelling units are not permitted in the Sterling Park neighborhood, in order to comply with the maximum density of the 13 units/acre density and to manage parking impacts. Timing: Ongoing Responsibility: Planning Department</p>	To increase the number of second dwelling units; and to encourage the development of second units in areas of the town where they are permitted or conditionally permitted (C and R zones).	Accessory Dwelling Unit (ADU) Ordinance adopted in 2017. The ordinance was amended in 2020 to comply with new state housing laws.	<p>No new second units were constructed under the 2015 Housing Element.</p> <p>This program is effective and will continue in the 2023 Housing Element. (see Program 2.1 and 2.2)</p> <p>Modifications include updating Second Unit Ordinance in 2023, creating objective design standards for ADU and second units. New ADU program (program 2.2), which includes annual outreach, workshops, and updating ADU ordinance to reflect state law in 2023.</p>
Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.			
<p>Program 3.1 Planned Development Districts and Mixed Use. Pursuant to the Colma Zoning Ordinance, parcels zoned as "Planned Development (PD)" permit a mix of uses, including residential and commercial. Higher density, multi-unit residential developments are permitted in PD zones.</p>	To optimize the use of developable land to maximize the General Plan density of each developable site; and to allow for implementation of Density Bonus	The Planned Development District process is an effective tool in allowing for design flexibility for maximizing unit output. No new Residential Planned Developments were constructed under the 2015 Housing Element.	<p>No new "PD" Districts were established or Mixed Use developments were built in the current cycle.</p> <p>This program will continue in the 2023 Housing Element. (see Program 3.1)</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>PD districts may be established in any R or C zone upon application of a property owner or owners, or upon the initiative of the City Council. Timing: Ongoing Responsibility: Planning Department</p>	<p>provisions when appropriate.</p>		<p>Modifications include objective design standards and development standards for "PD" Districts, establish Administrative Approval Process to streamline review of any high-density or mixed-use projects.</p>
<p>Program 3.2 Density Bonus and Inclusionary Housing Provisions Timing: Ongoing Responsibility: Planning Department</p>	<p>To increase the supply of housing units through the use of density bonus provisions.</p>	<p>Evaluation to be completed within one year of Housing Element adoption.</p>	<p>Colma is participating with other jurisdictions in San Mateo County to prepare a joint Nexus study to the support existing ordinance.</p> <p>No new housing units were built using Density Bonus and Inclusionary Housing Provisions.</p> <p>This program is continued in the 2023 Housing Element. (see Program 3.2)</p> <p>Modifications include annual review of State's Density Bonus Law and make amendments to the Town's Density Bonus Ordinance for consistency.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations. Timing: Ongoing Responsibility: Planning Department</p>	<p>To facilitate the development of housing units and affordable housing units in proximity to the BART station.</p>	<p>The Town continues to encourage development near the BART Stations. Due to the recession, no units were built.</p>	<p>No new units were built under the 2015 Housing Element as a result of the economy. This program is continued in the 2023 Housing Element. (see program 3.3)</p> <p>Modifications include removing parking minimums for projects located within .5 mile of high quality transit, annual review of state legislature, updating the Town's ordinance as needed, outreach to property owners regarding new laws, and updating the Zoning Code to reflect changes.</p>
<p>Program 3.4 Planner Responsibility to Promote Affordable Housing and Mixed-Use. Timing: Ongoing Responsibility: Planning Department</p>	<p>To assist in the development of affordable units.</p>	<p>Ongoing implementation of existing program.</p> <p>This program and other programs led to Veterans Village to be built during the current housing cycle.</p>	<p>Routine meetings and inquiries with property owners, citizens and developers as they request information about various properties.</p> <p>This program and other programs led to Veterans Village to be built during the current housing cycle. While this program was successful, it will be discontinued in the 2023 Housing Element. The planning department has adopted this practice for every vacant and non-vacant site in town.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.5 Planned Development Zoning Provisions for Larger Lot Development. Timing: Ongoing Responsibility: Planning Department The Town's Planned Development Ordinance provides for residential development proposals that would not be possible under the available conventional zoning. Establishing a PD or 'Planned Development' allows for site-specific constraints to be taken into account when setting the regulations for development, such as design, setback, and parking standards.</p>	<p>To optimize the use of developable land to maximize the General Plan density of each developable site; and to allow for implementation of Density Bonus provisions when appropriate.</p>	<p>None. The Town of Colma only has smaller development sites which are planned to be developed with higher density housing. No opportunities for Planned Development zoning have been presented.</p>	<p>No new units were constructed under the current housing cycle. This program is discontinued in the 2023 Housing Element.</p>
<p>Program 3.6 Ensure No Net Loss of Required Units. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that all units identified in the Housing Element will be built on designated sites or alternative sites.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, prohibiting the density of any multi-family residential site identified in the 2009 Housing Element from being reduced unless (1) the reduction is consistent with the General Plan and (2) the remaining sites are adequate to meet the Town's allocation of the regional housing needs (RHNA).</p>	<p>No new units were built under the 2009 Housing Element as a result of the economy, so this program scenario has not presented itself. This program has been discontinued in the 2015 Housing Element.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.7 Inclusionary Housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>To create new affordable housing units both for rent and for sale.</p>	<p>Nexus Study and Housing Impact Fees adopted 2016.</p> <p>This program and other programs led to Veterans Village to be built during the current housing cycle.</p>	<p>This program is continued in the 2023 Housing Element. (see Program 3.4)</p> <p>Modifications to this program include a Inclusionary Housing Ordinance that requires a development of 5 or more to have 20% affordable units or pay an in-lieu fee. The planning department will also proactively reach out to property owners and developers to utilize Housing Fund.</p>
<p>Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.</p>			
<p>Program 4.1 Reasonable Accommodations Ordinance Enforcement. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that reasonable accommodation is made for individuals to have equal access to housing.</p>	<p>No requests for reasonable accommodation were made during the 2015 Housing Element period.</p>	<p>No requests for reasonable accommodation have been made during the reporting period. In January 2007, the Town adopted an ordinance amending the Colma municipal code which outlines the reasonable accommodation process.</p> <p>This program is modified in the 2023 Housing Element. (see program 4.1)</p> <p>Modifications include Planning Department's responsibility to amend, implement, monitor, and provide information about the municipal zoning</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			code. This department will also confirm that the Town's codes, policies, and procedures will comply with the "reasonable accommodation" for disabled provisions and all fair housing laws. Joint efforts with the Town's ADA Coordinator to obtain guidance on reasonable accommodations' application process.
<p>Program 4.2 Senior Housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>To maintain affordable housing for seniors within the community.</p>	<p>Completed and ongoing.</p>	<p>Through this program the Town maintains and manages Creekside Villas, an 18-unit Senior Housing Complex on El Camino Real. The current rental structure is designed to provide subsidized and affordable units to low-income seniors.</p> <p>This program is effective and will continue in the 2023 Housing Element. (see program 4.2)</p> <p>Modifications include the Planning Department identifying opportunities to expand senior housing in mixed-use and high-density multi-family housing projects.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 4.3 Emergency Shelters. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allowance for an emergency shelter.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, allowing emergency shelters on all properties zoned for commercial use, without a conditional use permit or other discretionary permit, and establishing development standards including proximity to other shelters (no closer than 300 feet), vehicle parking for employees, bicycle parking, shelter capacity, client waiting areas, length of stay, screening of outdoor uses, exterior lighting, laundry facilities, and personal property storage applicable to emergency shelters (An emergency shelter is housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less).</p>	<p>No requests for an emergency shelter have been made during the 2015 Housing Element period.</p> <p>This program is effective and will continue in the 2023 Housing Element. (see program 4.3)</p> <p>Modifications include working with LifeMoves, updating the Town's website for homeless related assistance, and advising potential developers of emergency shelter and zoning provisions.</p>
<p>Program 4.4 Inform local developers of opportunities to provide transitional and supportive housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allowance for transitional and supportive housing.</p>	<p>Ongoing. Information provided at time of counter interaction.</p>	<p>No dedicated transitional or supportive housing was built in the current housing cycle. Veterans Village does provide housing to formerly homeless veterans and provide supportive services to their residents.</p> <p>This program will not continue in the 2023 Housing Element. Program 4.3 (see</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			Program 4.3) does cover some of the elements in this program.
<p>Program 4.5 Amend the Zoning Code within one year of adoption of the Colma Housing Element to clarify that transitional and supportive housing is considered a residential use of the property, subject only to those restrictions that apply to other residential dwellings of the same type in the same zone.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>Allowance for transitional and supportive housing in residential zones.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, allowing transitional and supportive housing on all properties zoned for residential or commercial use (Transitional housing is rental housing for a set period of time of at least six months and Supportive housing means rental housing with no limit on length of stay, which is linked to certain support services), and establishing development standards applicable to both.</p>	<p>The Town has amended its zoning code to clarify that the supportive housing is considered a residential use of property. As a result, this program is will not continue in the 2023 Housing Element.</p>
<p>Program 4.6. Reach out to local service providers of special needs groups to assist in the identification and analysis of constraints to the provision of housing for persons with disabilities.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that equal access and opportunities are provided to persons with disabilities for housing.</p>	<p>During the preparation process of the 2015 Housing Element, the 21 Elements team facilitated a series of panel discussions to solicit input from stakeholders throughout the county on housing issues. Three meetings were held, with focused stakeholder participants, including housing developers, housing advocates and funding providers, and special needs service providers.</p>	<p>This program is effective and continued in the 2023 Housing Element. (see program 4.4)</p> <p>Modifications include identifying existing community-based housing types, outreach to residents who have special needs and local providers can assist with special needs. The Planning Department will assess and implements development standards that support by-right zoning for care facilities and affordable housing for segmented groups.</p>
<p>Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.</p>			

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 5.1 Knowledgeable Housing Referral. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that referrals can be made to provide equal access to housing.</p>	<p>Information and referrals made during the reporting period to individuals calling or coming into planning department offices. The Colma Planning Department currently retains a listing of major agencies and organizations active in housing related services in nearby cities and a listing of relevant regional, state, and federal offices providing project funding and individual assistance.</p>	<p>There were no reported violations of fair housing in this cycle.</p> <p>This program is effective and will continue in the 2023 Housing Element. (see Program 5.1)</p>
<p>Program 5.2 Human Investment Project (HIP) Support. Timing: Ongoing Responsibility: Planning Department</p>	<p>Supports better utilization of existing housing stock and provides affordable housing. It also supports better maintenance of existing housing stock.</p>	<p>The Town supports the Human Investment Project (HIP), which provides affordable housing opportunities to residents of San Mateo County such as a Home Sharing Program for the elderly and roommate referral. Information about HIP is periodically printed in the Town's monthly newsletter.</p>	<p>HIP has attended town events on an annual basis to promote this program.</p> <p>This program is effective and will continue in the 2023 Housing Element. (see Program 5.2)</p>
<p>Program 5.3 Section 8 Rental Assistance. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that information is provided to qualified applicants to provide equal access to housing.</p>	<p>Information is disbursed to the community by the Colma Planning Department. Through this program, the Town actively encourages very-low-income households to apply to the San Mateo Housing Authority for rent subsidies.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 5.3)</p> <p>Modifications includes outreach programs, contacting landlords of multifamily properties in town to educate and inform of program.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 5.4 Housing Recordkeeping. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>Through this program a master list of total housing units and the estimated population is maintained by the City Planner and updated annually using building records.</p>	<p>This program will not continue in the 2023 Housing Element as this is a task currently done by the Planning Department.</p>
<p>Program 5.5 Address needs of Extremely Low-Income Households. Timing: Ongoing Responsibility: Planning Department</p>	<p>To assist developers and property owners in making affordable units available, which, in turn, provides equal housing opportunities.</p>	<p>San Mateo County and 21 Elements organized a affordable housing developer panel in December 2013 that was attended by Colma Staff. As a result, 31 very-low and 34 low housing units were built at Veterans Village.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 5.4) Modifications includes annual meetings with property owners, non-profit developers, and outreach to stakeholders who can assist in the development in affordable units.</p>
<p>Policy 6: Recommended and promote energy conservation in existing and new housing.</p>			
<p>Program 6.1 Greenbuilding Regulations for Residential Uses. Timing: Ongoing Responsibility: Planning Department, Sustainability Team, Building Department</p>	<p>To create new and sustainable residential development To retrofit existing structures to increase efficiency and reduce energy use and cost.</p>	<p>The Town has currently enforces the 2013 state building codes which provide for a high level of efficiency. In addition, the Town is working with PG&E to support their “energy by design” review of building permit plans and rebate program. The Colma Planning Department will continue to evaluate the appropriateness and effectiveness of adopting green building and green landscaping ordinances that have greater energy efficiency standards, as part of a Town effort to address global climate change and energy conservation.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 6.1) Modifications include Sustainability Manager to coordinate with Planning Department to draft reach code for City Council adoption in Q1 2023 and Building Department to enforce reach code requirements in new residential construction.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage. Timing: Ongoing Responsibility: Planning Department, Sustainability Team, Building Department</p>	<p>To create new and sustainable residential development To retrofit existing structures to increase efficiency and reduce energy use and cost.</p>	<p>The Town has provided information to the public on programs to assist in the provision of energy efficiency measures during new construction or as a residential retrofit.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see program 6.2) Modifications include Planning and Building Departments to proactively educate applicants for applicable projects.</p>
<p>Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.</p>			
<p>Program 7.1 "Rebuilding Together Peninsula" Participation. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>No residences were improved in Colma as part of this program during the 2015 Housing Element time period. The Town will continue participation in Rebuilding Together Peninsula as opportunities arise.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 7.1) Modifications includes Town staff to be included in the process.</p>
<p>Program 7.2 Minor Housing Repair Grant Program. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>The Minor Housing Repair Grant Program remains part of the Town's Municipal Code. The funding program provided grants for repair of minor items such as unsafe walkways and porches, installation of insulation and dual-pane windows and energy-efficient appliances. The grants could also have been used for major repairs such as new roofs or foundation work, and for upgrades and retrofits pertaining to disable access.</p>	<p>This will not continue in the 2023 Housing Element. Many elements of this program is covered in Program 7.1.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
		Although the program is currently not active, largely in part due to promotion of Rebuilding Together programs, the Town will consider reactivation of the program.	
Program 7.3 Neighborhood Improvement (Code Enforcement). Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock.	In September of 2012 City Council adopted an ordinance amending subchapter 2-01 of the Colma Municipal Code, relating to property maintenance and nuisance abatement, to provide for issuance of Administrative Citations and other enforcement tools, and Section 1.05.020 of the Colma Municipal Code, relating to penalties for infractions.	This program is effective and will continue in the 2023 Housing Element. (see Program 7.2) Modifications include Planning Department and Code Enforcement collectively identifying properties who are in violation and seek out funding sources to help with maintenance costs.
Program 7.4 Low-interest loan program for very-low-, low-, and moderate-income homeowners. Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock. To allow low-income homeowners to remain in their homes.	The Town will work to establish a low-interest loan program for rehabilitation of residential properties owned by those with very-low, low, and moderate income.	This program will be discontinued in the 2023 Housing Element.
Program 7.5 Underground Utilities in the Mission Road Corridor. Timing: Ongoing Responsibility: Public Works Department and Planning Department	To make Mission Road more attractive for new residential development.	Added to the 2013-2014 CIP. Will remain on the CIP list The Town will work with PG&E to fund the undergrounding of utilities in the Mission Road corridor.	This program will be discontinued in the 2023 Housing Element.

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 7.6 Nuisance Abatement and Property Maintenance process to Improve Individual Properties and Neighborhood Pride. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>The Town continues its active pursuance of compliance by property owners on laws related to property maintenance permit conditions and construction and zoning codes in order to correct conditions of visual blight and to protect property values.</p>	<p>This program will not continue in the 2023 Housing Element. Programs 7.1, 7.2, and 7.3 covers the tasks involved in this program.</p>
<p>Program 7.7 Organize Community Clean Up Days. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>The Town hosts annual clean up days, to promote rehabilitation, renovation and home care. Program may include waste hauling program. The Town provides supplies and organizes volunteers and clean-up projects.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 7.3) Modifications include outreach by Planning Department and Recreation Department.</p>

PROGRESS IN ACHIEVING QUANTIFIED OBJECTIVES (2015-2023)

Table H-60: Progress in Achieving Quantified Objectives (2015-2023)

Program Category	Quantified Objectives
New Construction	
Extremely Low	-
Very Low	31
Low	34
Moderate	-
Above Moderate	10
Total	75
Rehabilitation	
Very Low	-
Low	-
Moderate	-
Above Moderate	-
Total	-
Conservation	
Very Low	-
Low	-
Moderate	-
Above Moderate	-
Total	-

Table H-60 provides the progress in achieving quantified objectives in the 2015 Housing Element cycle. The Town's RHNA allocation was 59 units for the 2015 Housing Element cycle. The Town successfully met that allocation and surpassed the amount by 16 units. The Town did not have rehabilitate or conserve any existing housing units in this cycle. Overall, the Town was successful in the 2015 Housing Element cycle by meeting its RHNA numbers and creating well-intended housing policies and programs.



Colma Fair Housing Assessment

Town of Colma Fair Housing Assessment

This document was drafted by Root Policy and edited by the Town of Colma

What is AFFH?

The State of California's 2018 Assembly Bill (AB 686) requires that all public agencies in the state affirmatively further fair housing (AFFH) beginning January 1, 2019. Public agencies receiving funding from the U.S. Department of Housing and Urban Development (HUD) are also required to demonstrate their commitment to AFFH. The federal obligation stems from the fair housing component of the federal Civil Rights Act mandating federal fund recipients to take "meaningful actions" to address segregation and related barriers to fair housing choice.

AB 686 requires all public agencies to "administer programs and activities relating to housing and community development in a manner that affirmatively furthers fair housing and take no action inconsistent with this obligation."¹

AB 686 also makes changes to Housing Element Law to incorporate requirements to AFFH as part of the housing element and general plan to include an analysis of fair housing outreach and capacity, integration and segregation, access to opportunity, disparate housing needs, and current fair housing practices.

Affirmatively Furthering Fair Housing

"Affirmatively furthering fair housing" means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all of a public agency's activities and programs relating to housing and community development. (Gov. Code, § 8899.50, subd. (a)(1).)"

Source: California Department of Housing and Community Development Guidance, 2021, page 14.

¹ California Department of Housing and Community Development Guidance, 2021, page 9.

History of segregation in the region. The United States' oldest cities have a history of mandating segregated living patterns—and Northern California cities are no exception. ABAG, in its recent Fair Housing Equity Assessment, attributes segregation in the Bay Area to historically discriminatory practices—highlighting redlining and discriminatory mortgage approvals—as well as “structural inequities” in society and “self-segregation” (i.e., preferences to living near similar people).

Researcher Richard Rothstein's 2017 book *The Color of Law: A Forgotten History of How Our Government Segregated America* chronicles how the public sector contributed to today's segregation. Rothstein highlights several significant developments in the Bay Area region that played a prominent role in where the region's non-White residents settled.

Pre-civil rights San Mateo County faced resistance to racial integration. Yet, it was reportedly less direct than in some Northern California communities, taking the form of “blockbusting” and “steering” or intervention by public officials. These local discriminatory practices were exacerbated by the actions of the Federal Housing Administration, which excluded low-income neighborhoods, where the majority of people of color lived, from its mortgage loan program.

According to the San Mateo County Historical Association. San Mateo County's early African Americans worked in various industries, from logging to agriculture, to restaurants and entertainment. Expansion of jobs, particularly shipbuilding during and after World War II, attracted many new residents to the Peninsula, including the first sizable migration of African Americans. Enforcement of racial covenants after the war forced the migration of the County's African Americans into neighborhoods where they were allowed to occupy housing—housing segregated into less desirable areas, next to highways, and concentrated in public housing and urban renewal developments.

The private sector contributed to segregation through activities that discouraged (blockbusting) or prohibited (restrictive covenants) integrated neighborhoods. In the City of San Mateo, builders of the Hillsdale neighborhood in the mid-1900s recorded deeds that specified that only “members of the Caucasian or White race shall be permitted” to occupy sold homes—the exception being “domestics in the employ[ment] on the premises.”² This developer developed many race-restricted neighborhoods in the Bay Area, became president of the National

This history of segregation in the region is important not only to understand how residential settlement patterns came about—but, more importantly, to explain differences in housing opportunity among residents today. In sum, not all residents had the ability to build housing wealth or achieve economic opportunity. This historically unequal playing field in part determines why residents have different housing needs today.

² <https://www.nytimes.com/2020/08/14/opinion/sunday/blm-residential-segregation.html>

Association of Home Builders (NAHB), became national president of the Urban Land Institute (ULI), and was inducted into California’s Homebuilding Foundation Hall of Fame.

The segregation effect of blockbusting activities is well-documented in East Palo Alto. In 1954, after a White family in East Palo Alto sold their home to an African American family, the then-president of the California Real Estate Association set up an office in East Palo Alto to scare White families into selling their homes (“for fear of declining property values”) to agents and speculators. These agents then sold these homes at over-inflated prices to African American buyers, some of whom had trouble making their payments. Within six years, East Palo Alto—initially established with “whites only” neighborhoods—became 82% African American. The FHA prevented re-integration by refusing to insure mortgages held by White buyers residing in East Palo Alto.

Throughout the County, neighborhood associations, and city leaders, we’re hesitant to integrate communities. Although some neighborhood residents supported integration, most did not, and it was not unusual for neighborhood associations to require the acceptance of all new buyers. Builders with intentions to develop for all types of buyers (regardless of race) found that planning councils rezoned their development sites, required substantial minimum lot sizes, were denied public infrastructure to support their developments, and/or charged prohibitively high amounts for infrastructure.

In addition to historical discriminatory practices that embedded segregation into living patterns throughout the Bay Area, it’s also necessary to recognize the historical impacts of colonization and genocide on Indigenous populations and how those atrocities are still being felt today. The original inhabitants of present-day San Mateo County are the Ramaytush Ohlone, who have “...lived on the San Francisco Peninsula for thousands of years and continue to live here as respectful stewards of the land.”³ However, “[d]ue to the devastating policies and practices of a succession of explorers, missionaries, settlers, and various levels of government over the centuries since European expansion, the Ramaytush Ohlone lost the vast majority of their population as well as their land.”⁴ The lasting influence of these policies and practices have contributed directly to the disparate housing and economic outcomes collectively experienced by Native populations today.⁵

The timeline of major federal Acts and court decisions related to fair housing choice and zoning and land use appears on the following page.

The timeline shows that exclusive zoning practices were common in the early 1900s. Courts struck down only the most discriminatory and allowed those that would be considered today to have a “disparate impact” on classes protected by the Fair Housing Act. For example, the 1926

³ <https://www.smcoe.org/for-communities/indigenous-people-of-san-mateo-county.html>

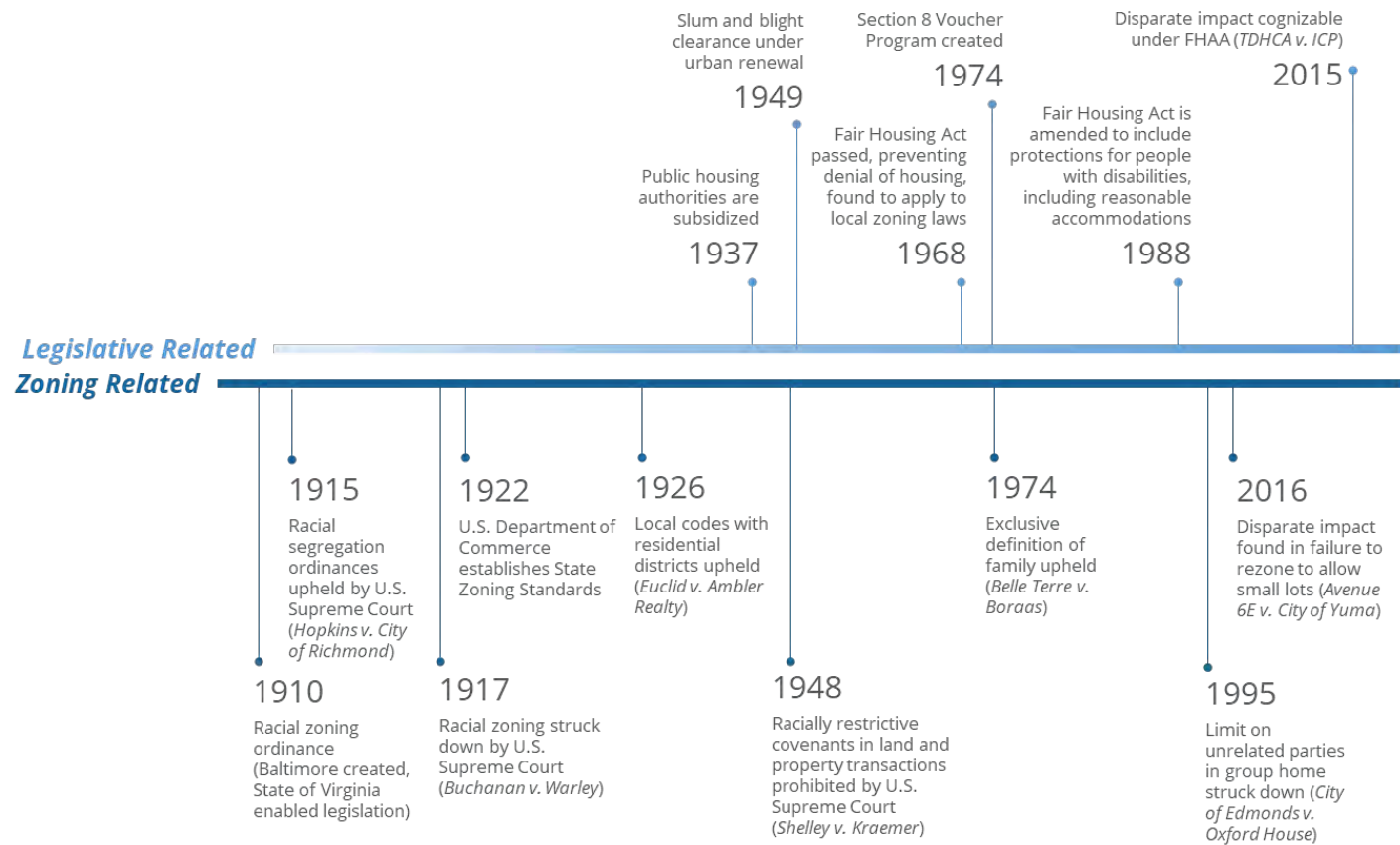
⁴ <https://www.smcoe.org/for-communities/indigenous-people-of-san-mateo-county.html>

⁵ <https://www.americanprogress.org/article/systemic-inequality-displacement-exclusion-segregation/>

case *Village of Euclid v. Amber Realty Co.* (272 U.S. 365) supported the segregation of residential, business, and industrial uses, justifying separation by characterizing apartment buildings as “mere parasite(s)” with the potential to “utterly destroy” the character and desirability of neighborhoods. At that time, multifamily apartments were the only housing options for people of color, including immigrants.

The Federal Fair Housing Act was not enacted until nearly 60 years after the first racial zoning ordinances appeared in U.S. cities. This coincided with a shift away from federal control over low-income housing toward locally-tailored approaches (block grants) and market-oriented choice (Section 8 subsidies)—the latter of which is only effective when adequate, affordable rental units are available.

Major Public and Legal Actions that Influence Fair Access to Housing



Maps and data referenced in this section. Throughout this section, there are references to maps created by HCD to support the AFFH and data tables produced by HCD, the Association of Bay Area Governments (ABAG), and the consultant team. Those maps and tables appear in an Appendix A and follow the organization of this section and the state guidance. The maps, in particular, help demonstrate how the Town of Colma compares with surrounding jurisdictions and the County overall in offering housing choices and access to opportunity.

Report content and organization. This Fair Housing Assessment follows the April 2021 State of California State Guidance for AFFH. The study was conducted as part of the 21 Elements process, which facilitates the completion of Housing Elements for all San Mateo County jurisdictions.

Primary Findings, Contributing Factors, and Fair Housing Action Plan identifies the primary factors contributing to fair housing challenges and plans to take meaningful actions to improve access to housing and economic opportunity.

Section I. Fair Housing Enforcement and Outreach Capacity reviews lawsuits/enforcement actions/complaints against the jurisdiction; compliance with state fair housing laws and regulations; and jurisdictional capacity to conduct fair housing outreach and education.

Section II. Integration and Segregation identifies areas of concentrated segregation, degrees of segregation, and the groups that experience the highest levels of segregation

Section III. Access to Opportunity examines differences in access to education, transportation, economic development, and healthy environments.

Section IV. Disparate Housing Needs identifies which groups have disproportionate housing needs, including displacement risk.

Appendices.

- Map and Data packet—includes data tables and maps that support this section
 - Resident survey results—findings from a survey of San Mateo County residents on their experience finding and remaining in housing
 - Disparate Access to Educational Opportunities—findings from a countywide analysis of protected class access to education and educational outcomes.
 - State Fair Housing Laws and Regulations—summary of key state laws and regulations related to mitigating housing discrimination and expanding housing choice.
-

Primary Findings

This section summarizes the primary findings from the Fair Housing Assessment for the Town of Colma, including the following sections: fair housing enforcement and outreach capacity, integration and segregation, access to opportunity, disparate housing needs, and contributing factors, and the Town’s fair housing action plan.

No fair housing complaints were filed in the Town of Colma from 2017 to 2021. While no complaints were filed during this period, the Town recognizes that a language barrier and general unawareness of fair housing resources may be a reason why there were unreported cases. Currently, on the Town’s website, resources are provided in English. However, there is a translation button that converts the contents into many languages. This option may be hard to navigate, therefore, to increase the accessibility of fair housing information, and provide resources for residents experiencing housing discrimination, the Town will include some information regarding Fair Housing resources in English, Chinese, Spanish, and Tagalog.

Racial and ethnic minority populations are **disproportionately impacted by poverty, low household incomes, overcrowding, and homelessness** compared to the non-Hispanic White population in the Town of Colma. Additionally, racial and ethnic minorities are more likely to be denied a home mortgage loan.

- Aside from Asian/API residents, racial and ethnic minority populations generally have higher poverty rates (Figure II-5). Black or African American incomes (Figure II-4) are the lowest of any racial or ethnic minority population in the Town of Colma.
- Racial and ethnic minorities are more likely than non-Hispanic White households to experience overcrowding (Figure IV-17). Low and moderate-income households are also more likely to be overcrowded (Figure IV-18).
- People who identify as American Indian or Alaskan Native, Black, White, and Hispanic are overrepresented in the homeless population compared to their share of the general population (Figure IV-22).
- Hispanic and Asian/API households have the highest denial rates for mortgage loan applications in 2018 and 2019 (Figure IV-33).
- Colma is entirely contained within a single census tract—the standard geographic measure for “neighborhoods” in U.S. Census data products. As such, the Town does not contain any racial/ethnic concentrations, poverty concentrations, nor concentrations of housing problems.
- The composite opportunity score for Colma shows the Town to be a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the Town as “moderately vulnerable” to a disaster

(based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation).

- The Town of Colma has a **slight concentration of residents with a disability with 10% of the population compared to 8% in the County** (Figure III-17). Residents living with a disability in the Town are all employed, while only 1% of residents without a disability are unemployed. Additionally, the aging population is putting a strain on paratransit access countywide.
- Black, Hispanic and Pacific Islander students in the Town of Colma—served by the Jefferson Union High School District and the Jefferson Elementary School District—**experience poor educational outcomes compared to other students**. Many high schoolers in the County met admission standards for a University of California (UC) or California State University (CSU) school. **Black and Hispanic students in Jefferson Union High School District were less likely to meet the admission standards with rates of 23% and 32%, respectively**.
- Jefferson Elementary school district had a 17 percentage point gap between their overall chronic absenteeism rate (12%) and their chronic absenteeism rate among Black students (28%). **While Jefferson Union has the lowest dropout rates in the County — just 3% of students — the highest dropout rates were still found among Black (7%) and Hispanic students (6%)**.
- Nearly **half of all renter households in the Town of Colma are cost-burdened**—spending more than 30% of their gross income on housing costs—and more than one in four are extremely cost-burdened—spending more than 50% of their gross income on housing costs (Figure IV-9). There are **disparities in housing cost burden in the Town of Colma for Hispanic households** (Figure IV-11).

Fair Housing Issues and Contributing Factors

This section summarized the fair housing issues identified for the Town of Colma and the factors contributing to those issues.

Fair housing issue: No residents have filed fair housing complaints, indicating a potential lack of awareness about fair housing rights.

Contributing factors:

- Lack of access to information about fair housing rights.
- Limited knowledge of fair housing by residents.

Fair housing issue: Residents of color experience disproportionate housing needs. Black residents experience lower income and higher poverty rates, Hispanic and Asian households experience high rates of mortgage loan denials when trying to purchase homes in Colma (43% and 33%, respectively), and Hispanic households also experience higher rates of cost burden.

Contributing factors:

- Higher poverty rates among Colma’s Black residents stem from decades of discrimination in employment, education, and housing markets. These residents have faced greater challenges in building wealth through economic mobility and homeownership.
- It is well documented that persons of color—particularly African American residents—were denied loans to purchase homes, were not allowed to buy in many neighborhoods because of restrictive covenants and were harassed if they managed to purchase a home in a predominantly White neighborhood. These historical actions have led to a significant homeownership gap among racial and ethnic minorities.

Fair housing issue: Affordable housing is limited and the ability to add affordable housing is constrained by land use.

Contributing factors:

- Colma offers relatively more affordable housing opportunities than surrounding cities. However, because most land is zoned for cemeteries, there is limited land available for residential development. Additionally, there are no areas of the Town that are zoned for multifamily housing, which is disproportionately occupied by residents of color. The Town is addressing this issue through AFFH Action Area 3, where the strategy is to create more housing choices and fewer restrictions on land use.

The Fair Housing Action Plan (FHAP) is included in the Housing Element Draft section, Housing Goals Policies and Programs.

SECTION I. Fair Housing Enforcement and Outreach Capacity

This section discusses fair housing legal cases and inquiries, fair housing protections and enforcement, and outreach capacity.

Fair housing legal cases and inquiries. California fair housing law extends beyond the protections in the Federal Fair Housing Act (FHA). In addition to the FHA protected classes—race, color, ancestry/national origin, religion, disability, sex, and familial status—**California law offers protections for age, sexual orientation, gender identity or expression, genetic information, marital status, military or veteran status, and source of income** (including federal housing assistance vouchers).

The California Department of Fair Employment in Housing (DFEH) was established in 1980 and is now the **most prominent civil rights agency in the United States**. According to its website, the DFEH’s mission is “to protect the people of California from unlawful discrimination in employment, housing and public accommodations (businesses) and from hate violence and human trafficking in accordance with the Fair Employment and Housing Act (FEHA), Unruh Civil Rights Act, Disabled Persons Act, and Ralph Civil Rights Act.”⁶

DFEH receives, evaluates, and investigates fair housing complaints. DFEH plays a particularly significant role in investigating fair housing complaints against protected classes that are not included in federal legislation and therefore not investigated by HUD. DFEH’s website provides detailed instructions for filing a complaint, the complaint process, appealing a decision, and other frequently asked questions.⁷ Fair housing complaints can also be submitted to HUD for investigation.

San Mateo County has several **local enforcement organizations**, including Project Sentinel, the Legal Aid Society of San Mateo County, and Community Legal Services of East Palo Alto. These organizations receive funding from the County and participating jurisdictions to support fair housing enforcement and outreach and education in the County (Figure I-1).

From 2017 to 2021, **57 fair housing complaints in San Mateo County were filed with the U.S. Department of Housing and Urban Development (HUD) (Figure I-2) —no complaints were filed in the Town of Colma (Figure I-3)**. Most complaints submitted to HUD cited disability status as the bias (56%), followed by race (19%) and familial status (14%).

Countywide, no cause determination was found in 27 complaints, followed by successful conciliation or settlement with 22 complaints. Fair housing inquiries in 2020 were primarily submitted from the City of San Mateo, Redwood City, Daly City, and Menlo Park (Figure I-3, Figure I-4, and Figure I-5).

Fair housing complaints filed with HUD by San Mateo County residents have been on a declining trend since 2018 when 18 complaints were filed. In 2019, complaints dropped to 5, increased to 11 in 2020, and reached six by mid-2021. Colma has not been a party to fair housing complaints or legal action in the past eight years, nor has the Town been required to operate under a consent decree related to fair housing.

Nationally, the National Fair Housing Alliance (NFHA) reported a “negligible” decrease in the number of complaints filed between 2019 and 2020. The primary bases for complaints nationally were nearly identical to San Mateo County’s: disability (55%) and race (17%). Familial

⁶ <https://www.dfeh.ca.gov/aboutdfeh/>

⁷ <https://www.dfeh.ca.gov/complaintprocess/>

status represented 8% of complaints nationally, whereas this basis comprised 14% of cases in the County.

NFHA identifies three significant trends in 2020 that are relevant for San Mateo County:

- First, fair lending cases referred to the Department of Justice from federal banking regulators have been declining, indicating that state and local government entities may want to play a more significant role in examining fair lending barriers to homeownership.
- Second, NFHA identified a significant increase in the number of complaints of harassment—1,071 complaints in 2020 compared to 761 in 2019.
- Finally, NFHA found that 73% of all fair housing complaints in 2020 were processed by private fair housing organizations rather than state, local, and federal government agencies—reinforcing the need for local, active fair housing organizations and increased funding for such organizations.⁸

⁸ <https://nationalfairhousing.org/2021/07/29/annual-fair-housing-report-shows-increase-in-housing-harassment/>

Fair Housing Complaints and Inquiries

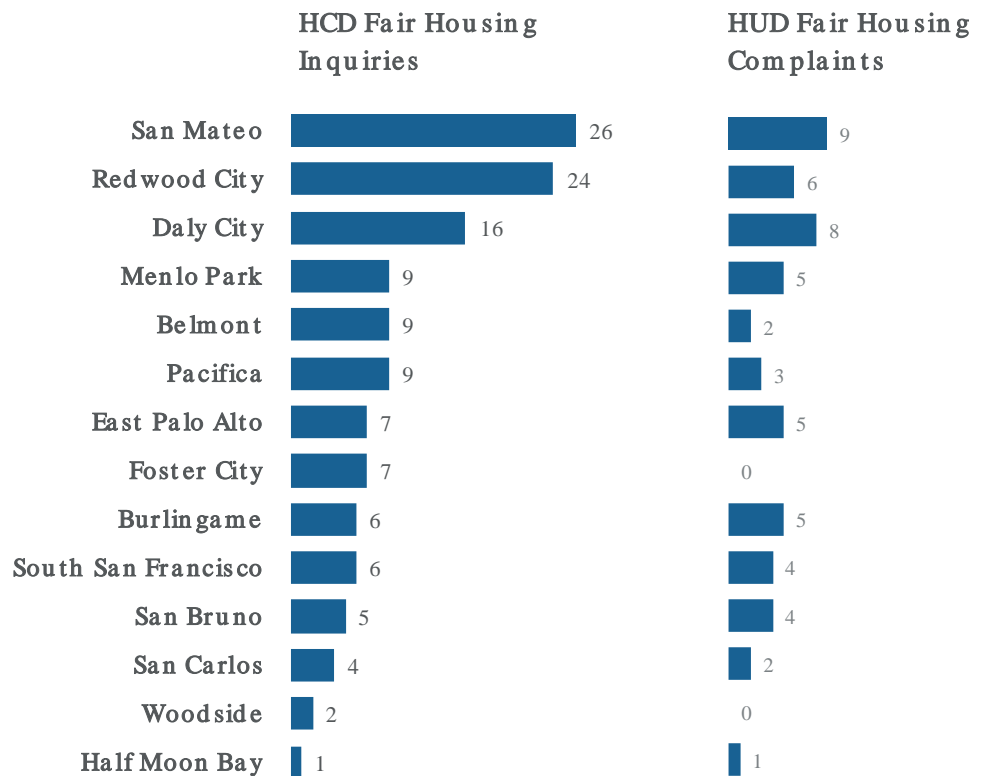
HUD Fair Housing Complaints, by Basis, San Mateo County, 2017-2021



	Number	Percent
Disability	32	56%
Race	11	19%
Familial Status	8	14%
National Origin	3	5%
Religion	2	4%
Sex	1	2%

Total cases 57 100%

HCD Fair Housing Inquiries (2013- 2021) and HUD Fair Housing Complaints (2017- 2021)



Outreach and capacity. The Town of Colma could significantly improve the accessibility of fair housing information on its website and offer additional resources for residents experiencing housing discrimination. The Town’s website provides information on Project Sentinel, a HUD-approved Housing Counseling Agency that provides counseling on housing discrimination, and a link to the San Mateo County Department of Housing that offers more information on the responsibilities of tenants and landlords. However, there is no dedicated fair housing webpage or specific information or resources for residents experiencing housing discrimination. While no

fair housing complaints have been filed in Colma over the last five years, a more robust section on fair housing resources could be provided on the website for residents experiencing discrimination in housing or the Fair Housing Act.⁹ For example, a link to the Regional Assessment of Fair Housing—approved by HUD in November 2017— could be provided.

Compliance with state law. The Town of Colma is compliant with the following state laws that promote fair and affordable housing.

The Town has not been alleged or found in violation of the following:

- State Density Bonuses and Other Incentives Law (Gov. Code. Title 7. Division 1. Chapter 4.3 Density Bonuses and Other Incentives, amended and effective January 1, 2021);
- Housing Accountability Act (Gov Code Section 65589.5) requiring the adoption of a Housing Element and compliance with RHNA allocations;
- No Net Loss Law (Gov Code Section 65863) requiring that adequate sites be maintained to accommodate unmet RHNA allocations, including among income levels;
- Least Cost Zoning Law (Gov Code Section 65913.1);
- Excessive Subdivision Standards Law (Gov Code Section 65913.2);
- Limits on Growth Controls Law (Gov Code Section 65589.5).

⁹ <https://www.colma.ca.gov/landlordtenant-information/>

Housing-specific policies enacted locally. The Town of Colma identified the following local policies that contribute to the it's regulatory environment for affordable housing development.

Local policies in place to encourage housing development.

- In-Lieu Fees (Inclusionary Zoning)
- Inclusionary/Below Market Rate Housing Policy
- Housing Development Impact Fee
- Commercial Development Impact Fee
- Second Unit Ordinance
- Reduced Parking Requirements
- Streamlined Permitting
- Density Bonus Ordinance
- Homeowner Rehabilitation Program
- Home sharing programs

Local barriers to affordable housing development.

- No barriers identified.

Local policies that are NOT in place but would provide the best outcomes in addressing housing shortages.

- Policies that encourage multimodal mixed-use development and focused housing development at opportunity sites

Local policies are in place to mitigate or prevent the displacement of low-income households.

- Affordable housing impact/linkage fee on new residential and commercial development
- Inclusionary zoning

According to the California Department of Housing and Community Development AFFH Data Viewer (HCD data viewer), the Town of Colma does not have any public housing buildings

(Figure I-6). However, the census tract that Colma is in has moderate housing voucher utilization (approximately 20%) while most other surrounding jurisdictions have less (5-15% or 5% or less) housing voucher utilization (Figure I-7).

Compared to nearby Daly City, Brisbane, and parts of South San Francisco, the **Town of Colma appears accommodating to renters with housing vouchers** because it has a greater share of voucher holders compared to the surrounding communities (Figure I-7). The presence of housing voucher users indicates greater availability in rental supply to house these residents and a lack of exclusionary behavior from landlords in the Town.

SECTION II. Integration and Segregation

This section discusses the integration and segregation of the population by protected classes, including race and ethnicity, disability status, familial status, and income status. The section concludes with an analysis of racially and ethnically concentrated areas of poverty and affluence.

Integration and Segregation

“Integration generally means a condition in which there is not a high concentration of persons of a particular race, color, religion, sex, familial status, national origin, or having a disability or a particular type of disability when compared to a broader geographic area.

Segregation generally means a condition in which there is a high concentration of persons of a particular race, color, religion, sex, familial status, national origin, or having a disability or a type of disability in a particular geographic area compared to a broader geographic area.”

Source: California Department of Housing and Community Development Guidance, 2021, page 31.

Race and ethnicity. Generally, the demographic characteristics of the Town of Colma are consistent with the overall characteristics of San Mateo County. However, **Colma has a much more significant proportion of Hispanic residents** (40% vs. 24% countywide) **and a much smaller proportion of non-Hispanic White residents** (24% vs. 39%) (Figure II-1).¹⁰

Over the past decade, the proportion of Asian/Asian Pacific Islander residents decreased (from 34% to 28%), Black or African American residents remained the same (3% to 3%), non-Hispanic White residents increased (20% to 25%), Hispanic or Latin X residents remained the same (40% to 40%) and other race or multiple races remained the same (4% to 4%) (Figure II-2).¹¹

Trends relating to race and ethnicity may be difficult to delineate solely by utilizing data alone because the Town consists of one census tract. Most of the Town’s existing residential units are concentrated in primarily three areas: Sterling Park neighborhood, Verano, and Veteran’s Village. Since 2018, after the opening of Veteran’s Village, the number of non-White residents may have increased slightly but maybe only marginal to the overall numbers as there are 65 units in this development. With supporting data from Census, ABAG, and general observation,

¹⁰ There are no residents in Colma that identify as American Indian or Alaska Native.

¹¹ There are no residents in Colma that identify as American Indian or Alaska Native.

there is not an overwhelming majority ethnic group. The Town is fairly diverse, even in comparison to County figures.

There is less diversity among younger residents, with nearly 60% of residents between the ages of 0 and 17 identifying as White compared to only 48% of the population for residents aged 18-65 and 51% of the population over 65 years old (Figure II-3).

Overall, racial and ethnic minority populations and the non-Hispanic White population in Colma have relatively commensurate household incomes. However, **Black or African American residents have the lowest household income of any racial or ethnic group** (Figure II-4). Black or African American residents also experience the most significant rate of poverty in Colma (65%), followed by other/multiple races (14%), Hispanic (13%), and White (7.6%) residents (Figure II-5). While the poverty rate among Black or African American residents living in Colma is alarmingly high, they make up 3% of the total population of the Town (figure II-2). While this is a small percentage of the overall population, these figures may show that there is a concentration of Black or African American residents who are also living in poverty.

Geospatially, the Town of Colma's lone census tract has a slim Hispanic majority (Figures II-6, II-7, II-8, II-9, and II-10).^{12 13}

Dissimilarity and isolation indices

Segregation in Town of Colma

ABAG and UC Merced completed an analysis of segregation in Colma. Several indices were used to assess segregation in the Town and determine how the Town differs from patterns of segregation and integration in the region overall.

The primary findings from that analysis included:

- The isolation index measures the segregation of a single group, and the dissimilarity index measures segregation between two different groups. The Theil's H-Index can be used to measure segregation between all racial or income groups across town at once.
- As of 2020, Latinx residents are the most segregated compared to other racial groups in Colma, as measured by the isolation index. Latinx residents live in neighborhoods where they are less likely to integrate with other racial groups.

¹² Majority census tracts show the predominant racial or ethnic group by tract compared to the next most populous.

¹³ Redlining maps, otherwise known as Home Owners' Loan Corporation (HOLC) maps, are not available for San Mateo County.

- Among all racial groups, the white population's isolation index value has changed the most over time, becoming less segregated from other racial groups between 2000 and 2020.
- According to the dissimilarity index, within Colma the highest level of racial segregation is between Asian and white residents.
- According to Theil's H-Index, neighborhood racial segregation in Colma increased between 2010 and 2020. Neighborhood income segregation stayed about the same between 2010 and 2015.
- Very Low-income residents are the most segregated compared to other income groups in Colma. Very Low-income residents live in neighborhoods where they are less likely to encounter residents of other income groups.
- Among all income groups, the very low-income population's segregation measure has changed the most over time, becoming more segregated from other income groups between 2010 and 2015.
- According to the dissimilarity index, segregation between lower-income residents and residents who are not lower-income decreased between 2010 and 2015. In 2015, the income segregation in Colma between lower-income residents and other residents was lower than the average value for Bay Area jurisdictions.

Because of the size of Colma and the concentration of housing in certain areas in town, data showing segregation can be attributed to this. Also, Veterans Village is the only affordable housing development in Colma, which may also further explain the segregation data. Veterans Village is a 65-unit, deed-restricted, affordable housing development completed in 2019, which provides housing for a racially, and, ethnically diverse group of residents. Many of these residents were homeless, living with disabilities, and their ages range from the mid- '30s to over 60 years old. We anticipate that adding 69 total units in the extremely low-, very low- and low-incomes, as shown in the site inventory, will provide housing for resident groups who are more racially and ethnically diverse than current Town residents due to their disproportionate needs. As demonstrated in the site inventory, we are careful to disperse new housing throughout the Town as such, we do not anticipate the new housing to increase further segregation.

The analysis conducted for this report suggests that dissimilarity index values are unreliable for a population group if that group represents approximately less than 5% of the jurisdiction's total population. ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction's population (see Table 15 in Appendix 2), jurisdiction staff could focus on the isolation index or Thiel's H-Index to gain a more accurate understanding of neighborhood-level racial segregation in their jurisdiction.

Segregation Between Town of Colma and Other jurisdictions in the Bay Area Region

- Colma has a lower share of white residents than other jurisdictions in the Bay Area as a whole, a higher share of Latinx residents, a lower share of Black residents, and a higher share of Asian/Pacific Islander residents.
- Regarding income groups, Colma has a higher share of very low-income residents than other jurisdictions in the Bay Area as a whole, a higher share of low-income residents, a lower share of moderate-income residents, and a lower share of above moderate-income residents.

The Dissimilarity Index, or DI, is a common tool that measures segregation in a community. The DI is an index that measures the degree to which two distinct groups are evenly distributed across a geographic area. The DI represents the percentage of a group's population that would have to move for each area in the County to have the same percentage of that group as the County overall.

DI values range from 0 to 100—where 0 is perfect integration, and 100 is complete segregation. Dissimilarity index values between 0 and 39 generally indicate low segregation, values between 40 and 54 generally indicate moderate segregation, and values between 55 and 100 generally indicate a high level of segregation.

The isolation index is interpreted as the probability that a randomly drawn minority resident shares an area with a member of the same minority. It ranges from 0 to 100, and higher values of isolation tend to indicate higher levels of segregation. The Theil's H-Index can measure segregation between all racial or income groups across the Town at once.

ABAG and UC Merced completed an analysis of segregation in Colma. Several indices were used to assess segregation in the Town and determine how it differs from patterns of segregation and integration in the region overall.

The primary findings from that analysis included:

- As of 2020, Latinx residents are the most segregated compared to other racial groups in Colma, as measured by the isolation index. Latinx residents live in neighborhoods where they are less likely to come into contact with other racial groups.
- Among all racial groups, the white population's isolation index value has changed the most over time, becoming less segregated from other racial groups between 2000 and 2020.

- According to the dissimilarity index, within Colma, the highest level of racial segregation is between Asian and white residents.¹⁴
- According to Theil's H-Index, neighborhood racial segregation in Colma increased between 2010 and 2020. Neighborhood income segregation stayed about the same between 2010 and 2015.
- Very Low-income residents are the most segregated compared to other income groups in Colma. Very Low-income residents live in neighborhoods where they are less likely to encounter residents of other income groups.
- Among all income groups, the Very Low-income population's segregation measure has changed the most over time, becoming more segregated from other income groups between 2010 and 2015.
- According to the dissimilarity index, segregation between lower-income residents and residents who are not lower-income decreased between 2010 and 2015. In 2015, the income segregation in Colma between lower-income residents and other residents was lower than the average value for Bay Area jurisdictions.

Disability status. The **share of the population living with at least one disability is 10% in the Town of Colma** compared to 8% in San Mateo County (Figure II-13 and Figure II-14). Analysis at the census tract level does not determine whether there is a spatial concentration of residents with disabilities in the Town of Colma. Geographic concentrations of people living with a disability may indicate **increased access to services, amenities, and transportation that support this population.**

TABLE II-1. AGE AND TYPE OF DISABILITY 5-YEAR ESTIMATE

	Numbers						Percentage	
	Colma (2020)	Colma (2019)	Colma (2018)	Colma (2017)	Colma (2016)	County (2020)	Colma (2020)	County (2020)
Under 18 with Disability	0	3	4	3	3	3,919	0.0%	2.5%
Age 18-64 with Disability	39	59	72	56	72	23,680	4.1%	4.9%
Age 65 + with Disability	94	62	51	34	28	34,818	45%	28.6%

¹⁴ The analysis conducted for this report suggests that dissimilarity index values are unreliable for a population group if that group represents approximately less than 5% of the jurisdiction's total population. ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction's population (see Table 15 in Appendix 2), jurisdiction staff could focus on the isolation index or Thiel's H-Index to gain a more accurate understanding of neighborhood-level racial segregation in their jurisdiction.

Any Age with Any Disability	133	124	127	93	103	62,417	9.0%	8.2%
Any Age with Hearing Disability	19	19	42	34	27	19,065	1.3%	2.5%
With Vision Disability	14	21	23	33	25	10,500	0.9%	1.4%
With Cognitive Disability	65	48	36	25	40	22,911	4.8%	3.2%
With Ambulatory Disability	92	62	68	35	40	30,648	6.8%	4.3%
With Self Care Disability	25	23	29	10	18	14,141	1.8%	2.0%
With Independent Living Disability	74	51	64	39	47	26,339	6.4%	4.4%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table S1810.

Note: Some people may have multiple disabilities

Over the last 5 years, from 2016 to 2020, **the total number of people disabled living in Colma has increased slightly** (Table II-1). The largest increase over the last five years is the number of residents who are 65 and older that have disabilities. This is not uncommon in aging populations where cognition, hearing, and vision in individuals decrease over time. Compared to County numbers, the Town’s numbers are relatively close based on the percentage. The one category that is **much higher in Colma than in the County is the percentage of individuals 65 and older who have a disability** (45% in Colma vs 28.6% in San Mateo County, Table II-1). This percentage might be higher in the Town compared to the County could be because of several factors.

One factor is individuals that are 65 and older choosing to age in place in their existing residences. For those with fixed incomes, the housing cost burden in Town and countywide is relatively high. Individuals 65 and older may choose to stay in their current living situation because it may be more cost beneficial to stay in Colma compared to moving to another nearby jurisdiction.

Another factor are the residents of Veterans Village. In this 65-unit community, in order to qualify for a residence, an individual must be 60 years or older and a military Veteran. After several site visits and conversations with Veterans Village staff, many residents are living with disabilities. This housing development, along with the 13-unit Creekside Villas, and assisted living facility Peninsula Reflections would be considered **concentrations of individuals 65 and older living with disabilities**.

Familial Status. The Town of Colma is home to **more single-person households** than the County, with 26% of households compared to only 22% in the County (Figure II-16). Additionally, there are significantly **fewer married-couple families and families with children in the Town** than in the County (44% vs. 55% countywide) (Figure II-17 and Figure II-18).

In 2019 compared to 2000, **children ages 14 have trended lower, while ages 45 and older have trended higher.** Residents between the ages of 15 and 44 have fluctuated over the last couple of decades. Comparatively to Census data (Table H-3), similar trends show that the median age of Colma residents has increased with a significant increase in ages 45 to 59.

Familial status can indicate specific housing needs and preferences. A larger number of nonfamily or single-person households indicates a higher share of seniors living alone, young adults living alone or with roommates, and unmarried partners. Higher shares of nonfamily households indicate an increased need for one- and two-bedroom units.

Most married couple households live in owner-occupied housing, while most residents living alone live in renter-occupied housing (Figure II-19). **The number of housing units available by the number of bedrooms and tenure is generally consistent with the familial status of the households that live in the Town of Colma** (Figure II-16 and Figure II-20). However, housing options for smaller households looking to own appear limited. Compared to the County, the Town of Colma has a smaller proportion of family households and a greater proportion of single-person households—which is reflected in the number of bedrooms and tenure of the housing stock in the Town (Figure II-19 and Figure II-20). The distribution of households by family type is mapped at the census tract level in Figures II-21, II-22, II-23, and II-24)

While there is a smaller proportion of family households in Colma, the percentage of children in married couple households (Figure II-21) is around 60% to 80% which is comparable to the surrounding region. These numbers show that **children who live in Colma are more likely to be in a dual parent household as opposed to single parent households** (Figure II-22). Housing options for these types of households would be two-bedroom units or larger.

The percentage of larger households (more than two residents) in Colma is lower than in the surrounding region, supporting the data that the Town has more single-person households which means a demand for one- and two-bedroom units (Figure II-16, II-23). For **adults living alone in Colma, that percentage is less than 20%, which is consistently reflected across the surrounding region** (Figure II-24). Reasons for the low percentages could be due to low inventory for studio and one-bedroom units, and an overall affordability issue for housing in general.

Familial households are most likely found in three areas of the Town, Verano, Villa Hoffman, and the largest concentration in the Sterling Park neighborhood. Verano and Villa Hoffman are planned developments consisting of mostly townhomes and a couple of single-family homes built in the last 20 years. Sterling Park is Colma's largest neighborhood where most of the

Town's residents live. This neighborhood consists mostly single-family homes built prior to the 1950s, with some duplexes and multi-family developments scattered around the neighborhood.

TABLE II-2. COLMA HOUSEHOLD 5-YEAR ESTIMATE

Income	2020	2019	2018	2017	2016
Under \$25,000	41 (9%)	67 (14%)	61 (13%)	61 (13%)	74 (15%)
\$25,000 to \$34,999	15 (3%)	28 (6%)	34 (7%)	18 (4%)	48 (10%)
\$35,000 to \$49,999	16 (3%)	19 (4%)	16 (3%)	30 (6%)	17 (3%)
\$50,000 to \$74,999	56 (12%)	64 (14%)	63 (13%)	52 (11%)	64 (13%)
\$75,000 to \$99,999	69 (14%)	77 (16%)	79 (17%)	78 (17%)	71 (15%)
\$100,000+	288 (59%)	215 (46%)	224 (47%)	225 (49%)	213 (44%)
Total (Estimated Households)	485	470	477	464	487
Median Income	\$118,750	\$95,357	\$94,279	\$97,500	\$92,589

Source: US Census, 2020 American Community Survey 5-Year Estimates Note:

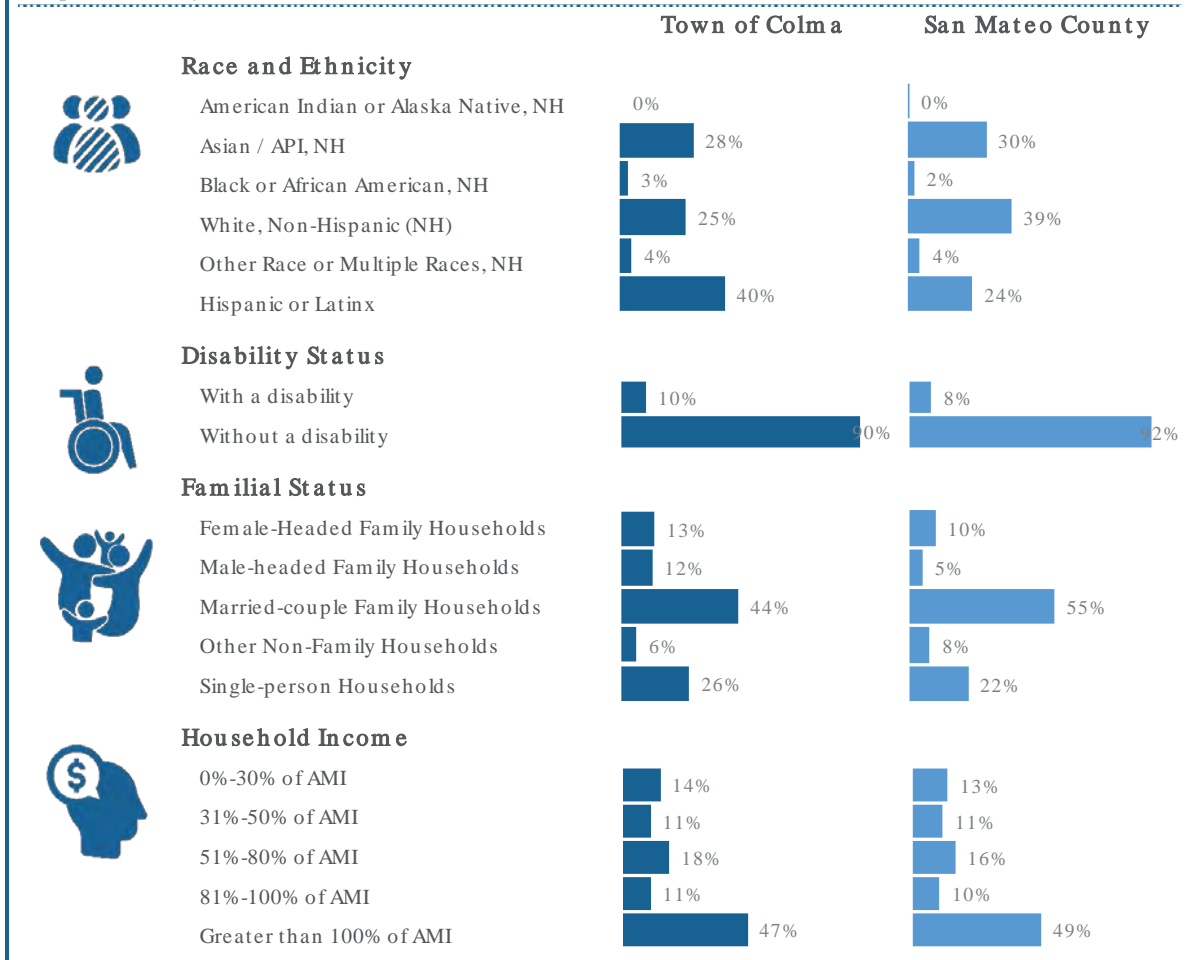
Adjusted for inflation to 2020 dollars

Household income. The household income distribution by percent of area median income (AMI) in the Town of Colma is similar to the County (Figure II-26). The areas east of Hillside Boulevard have a median income below the 2020 state median income of \$87,100. A possible reason for a lower median income in comparison to the County is Franciscan Park, a 501 privately owned mobile home community that is located just beyond town limits. In this community, a requirement for household income levels at 140% of the area median income level or lower may be a reason for the concentration of incomes below the state level.

The areas to the west of Hillside Blvd. has a median income well above that (Figure II-26 and Figure II-27). In this block group, most of Colma's households are located here. Using HCD's State Median Income threshold, over the last five years, it is estimated that the number of households living above the state median income in Colma has been trending upwards (Table II-2). Also, it is estimated that the median income in the Town has also been trending upward over the last three years. This is further supported by the data showing poverty rates by census tracts where the census tract that Colma is in has a poverty rate below 10%. (Figure II-28)

Segregation and Integration

Population by Protected Class



Racially or ethnically concentrated areas of poverty and affluence. Racially Concentrated Area of Poverty or an Ethnically Concentrated Area of Poverty (R/ECAP) and Racially Concentrated Areas of Affluence (RCAAs) represent opposing ends of the segregation spectrum from racially or ethnically segregated areas with high poverty rates to affluent, predominantly White neighborhoods. Historically, HUD has paid particular attention to R/ECAPs, focusing on policy and obligations to AFFH. Recent research out of the University of Minnesota Humphrey School of Public Affairs argues for the inclusion of RCAAs to acknowledge current and past policies that created and perpetuate these areas of high opportunity and exclusion.¹⁵

¹⁵ Goetz, E. G., Damiano, A., & Williams, R. A. (2019). Racially Concentrated Areas of Affluence: A Preliminary Investigation. *Citiescape: A Journal of Policy Development and Research*, 21(1), 99–124

It is important to note that R/ECAPs and RCAAs are not areas of focus because of racial and ethnic concentrations alone. This study recognizes that racial and ethnic clusters can be a part of fair housing choices if they occur in a non-discriminatory market. Rather, R/ECAPs are meant to identify areas where residents may have historically faced discrimination and continue to be challenged by limited economic opportunity. Conversely, RCAAs is intended to identify areas of particular advantage and exclusion.

R/ECAPs

HCD and HUD's definition of a Racially/Ethnically Concentrated Area of Poverty is:

- A census tract that has a non-White population of 50 percent or more (majority-minority) or, for non-urban areas, 20 percent, AND a poverty rate of 40 percent or more; OR
- A census tract with a non-white population of 50 percent or more (majority-minority) AND the poverty rate is three times the average tract poverty rate for the County, whichever is lower.

Source: California Department of Housing and Community Development Guidance, 2021.

For this study, the poverty threshold used to qualify a tract as a R/ECAP was three times the average census tract poverty rate countywide—or 19.1%. In addition to R/ECAPs that meet the HUD threshold, this study includes an edge or emerging R/ECAPs which hit two-thirds of the HUD-defined threshold for poverty—emerging R/ECAPs in San Mateo County have two times the average tract poverty rate for the County (12.8%).

In 2010 three Census tracts qualify as R/ECAPs (19.4% poverty rate) in the County, and 11 are eligible as edge R/ECAPs (13% poverty rate). None of the R/ECAPs were in the Town of Colma in 2010. However, there was one edge R/ECAP just west of the Town in Daly City (Figure II-29).

In 2019 two Census tracts qualify as R/ECAPs (19.1% poverty rate) in the County, and 14 are eligible as edge R/ECAPs (12.8% poverty rate). None of the R/ECAPs were in the Town of Colma in 2019. However, there was one R/ECAP northwest of the Town in Daly City and one edge R/ECAP southeast of the Town in South San Francisco (Figure II-30).

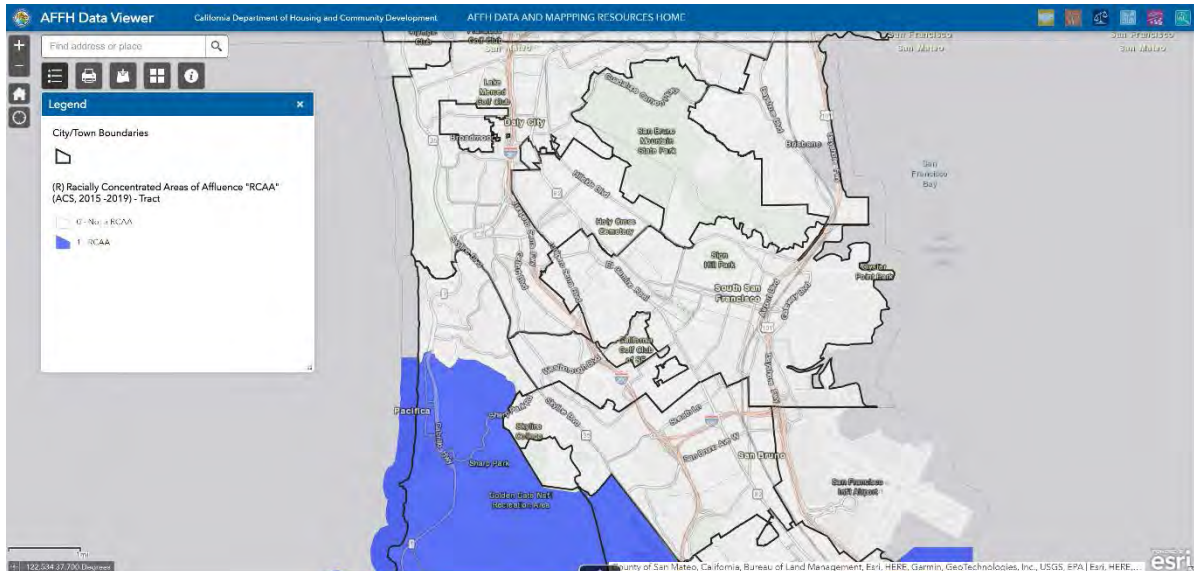
Looking at the surrounding R/ECAPs in Daly City over the past decade, it appears that the census tracts that were identified in 2010 were no longer considered R/ECAPs in 2019. While Daly City and South San Francisco are bordering jurisdictions to Colma, the identified R/ECAPs do not affect the Town. However, the Town will remain vigilant of RECAP/s trends in the surrounding jurisdictions.

RCAAs.

Although HCD and HUD have not established standard definitions for Racially or Ethnically Concentrated Areas of Affluence (RCAAs), they are generally understood to be neighborhoods in which there are both high concentrations of non-Hispanic White households and high household income rates. Comparing Colma to the surrounding county and region, it is safe to speculate that Colma has about the same RCAAs as other communities, the County, and the region.

HCD's definition of a Racially Concentrated Area of Affluence is:

- A census tract with a percentage of the total white population that is 1.25 times higher than the average percentage of the total white population in the given COG region and a median income that was two times higher than the COG AMI.



When looking at 2015 to 2019 RCAA data locally and regionally (see figure above), the Town does not have any identifiable census tracts that could be considered RCAAs. The closest census tracts to Colma would be southwest in Pacifica and southeast in Burlingame. Because there are no RCAAs in the Town, this supports other **data that show there is not a predominant race or ethnic group in Colma.**

SECTION III. Access to Opportunity

This section discusses disparities in access to opportunity among protected classes, including access to quality education, employment, transportation, and environment.

Access to Opportunity

“Access to opportunity is a concept to approximate place-based characteristics linked to critical life outcomes. Access to opportunity often means improving the quality of life for residents of low-income communities and supporting mobility and access to ‘high resource’ neighborhoods. This encompasses education, employment, economic development, safe and decent housing, low rates of violent crime, transportation, and other opportunities, including recreation, food and healthy environment (air, water, safe neighborhood, safety from environmental hazards, social services, and cultural institutions).”

Source: California Department of Housing and Community Development Guidance, 2021, page 34.

The California Tax Credit Allocation Committee (TCAC) in collaboration with HCD, developed a series of opportunity maps that help identify areas of the community with good or poor access to opportunities for residents. These maps were developed to align funding allocations to improve outcomes for low-income residents—particularly children.

The opportunity maps highlight areas of highest resource, high resource, moderate resource, moderate resource (rapidly changing), low resource, and high segregation and poverty. TCAC provides opportunity maps for access to opportunities in quality education, employment, transportation, and environment. Opportunity scores are presented on a scale from zero to one, and the higher the number, the more positive the outcomes.

Education. TCAC’s education score is based on math proficiency, reading proficiency, high school graduation rates, and the student poverty rate. According to TCAC’s educational opportunity map, the Census tract in the Town of Colma scores between 0.25 and 0.5—opportunity scores are presented on a scale from zero to one. The higher the number, the more positive the outcomes (Figure III-1). In the northern part of San Mateo County, almost all Census tracts east of Highway 280, including Colma, **have lower education scores (Less than 0.25 and between 0.25 and .5)** compared to those Census tracts west of Highway 280. Lower education scores in these areas could be related to language barriers where Jefferson Union has a higher share of English learners (36% compared to 20% countywide) and a concentration of lower income households where students qualify for reduced lunch (44% compared to 29% countywide) compared to the countywide proportion.

According to the Disparate Access to Educational Opportunities Appendix, the Town of Colma is served by the Jefferson Union High School District and the Jefferson Elementary School District. Both Jefferson Union and Jefferson Elementary experienced decreased enrollment by 5% from 2010 to 2020. Accordingly, **both districts lost students during the COVID pandemic.**

Jefferson Union and Jefferson Elementary school districts' enrollment by race and ethnicity are relatively similar to the countywide distribution. However, there are a higher proportion of Filipino students in Jefferson Union and Jefferson Elementary (29% and 25% compared to 8% countywide) and a smaller proportion of Hispanic (31% and 36% compared to 38% countywide) and White students (14% and 11% compared to 26% countywide).

Jefferson Union has a higher share of English learners (36% compared to 20% countywide) and students who qualify for reduced lunch (44% compared to 29% countywide) compared to the countywide proportion. Jefferson Elementary has a smaller share (14% and 27%, respectively). Jefferson Elementary also has 1% of students experiencing homelessness.

Many high schoolers in the County met admission standards for a University of California (UC) or California State University (CSU) school. While Jefferson Union had one of the lower rates of graduates who met such admission standards (48%) among high school districts in San Mateo County, the school has seen a significant increase in the percentage of students who meet these benchmarks over the last five years (21% in 2016-17). **Black and Hispanic students in Jefferson Union High School District were less likely to meet the admission standards with rates of 23% and 32%, respectively.**

Jefferson Elementary school district had a 17-percentage point gap between their overall chronic absenteeism rate (12%) and their chronic absenteeism rate among Black students (28%). **While Jefferson Union has the lowest dropout rates in the County — just 3% of students — the highest dropout rates were still found among Black (7%) and Hispanic students (6%).**

Employment. The top three industries by the number of jobs in the Town of Colma **include retail, arts and recreation services, and finance and leasing services** (Figure III-2 and Figure III-3). The Town of Colma has a much higher job-to-household ratio when compared to the County at 10.96 and 1.59, respectively—which means there are more employment opportunities per household in the Town of Colma.

TCAC's economic opportunity score comprises poverty, adult educational attainment, employment, job proximity, and median home value. **The Town of Colma scores relatively low (0.25-0.50) compared to surrounding jurisdictions** (Figure III-7). Possible reasons why the Town scores low compared to the rest of the region are the kinds of jobs available for residents, where they are located, and median home values. While home values in Colma show slightly lower numbers than compared to the County level and much lower than in the Bay Area (Figure IV-5), the types of jobs most found in town are hourly retail jobs which are most likely to pay less than \$3,333 per month (Figure III-5).

HUD's job proximity index shows **Colma to have relatively poor proximity to jobs** (Figure III-8). On a scale from zero to 100, where 100 is the closest proximity to jobs, block groups within the town score between 20 and 40.

While the Town has a high job-to-household ratio compared to the County, the proximity to jobs is low. A possible explanation for this is the type of jobs and where they are located within the Town. With retail, arts and recreation services, and finance and leasing services making up the top three industries in Colma, they are concentrated in certain areas of the Town, which may explain why proximity to jobs is showing lower compared to the region. The low proximity to jobs may have an effect on protected classes as this demographic may have limited financial resources and may depend on obtainable employment.

Transportation. This section summarizes the transportation system that serves the broader region, including emerging trends and data relevant to transportation access throughout the County. The San Mateo County Transit District acts as the administrative body for transit and transportation programs in the County, including SamTrans and the Caltrain commuter rail. SamTrans provides bus services in San Mateo County, including Redi-Wheels paratransit service.

In 2018, the Metropolitan Transportation Commission (MTC), which covers the entire Bay Area, adopted a coordinated public transit and human services transportation plan. While developing the coordinated plan, the MTC conducted extensive community outreach about transportation within the area. That plan—which was developed by assessing the effectiveness of how well seniors, persons with disabilities, veterans, and people with low incomes are served—was reviewed to determine gaps in services in Colma and the County overall. Below is a summary of comments relevant to San Mateo County.

“San Mateo’s [Paratransit Coordinating Council] PCC and County Health System and the Peninsula Family Service Agency provided feedback. The most common themes expressed had to do with pedestrian and bicycle needs at specific locations throughout the County, though some covered more general comments such as parked cars blocking sidewalk right-of-way and a desire for bike lanes to accommodate motorized scooters and wheelchairs. Transportation information, emerging mobility providers, and transit fares were other common themes.

While some comments related to the use of car share, transportation network companies (TNCs), or autonomous vehicles as potential solutions, other comments called for the increased accessibility and affordability of these services in the meantime.”¹⁶

A partnership between the World Institute on Disability and the MTC created the research and community engagement project TRACS Transportation Resilience, Accessibility & Climate Sustainability). The project’s overall goal is to “stimulate connection and communication

¹⁶ https://mtc.ca.gov/sites/default/files/MTC_Coordinated_Plan.pdf

between the community of seniors and people with disabilities together with the transportation system— the agencies in the region local to the San Francisco Bay, served by MTC.”¹⁷

As part of the TRACS outreach process, respondents were asked to share their compliments or good experiences with MTC transit. One respondent who had used multiple services said, “**it is my sense that SamTrans is the best Bay Area transit provider in terms of overall disability accommodation.**”

The San Mateo County Transit District updated its Mobility Plan for Older Adults and People with Disabilities in 2018. According to the district, the **County’s senior population is expected to grow more than 70% over the next 20 years, and the district is experiencing unprecedented increases in paratransit ridership.** The plan aims to develop effective mobility programs for residents with disabilities and older adults, including viable alternatives to paratransit, partnerships, and leveraging funding sources.¹⁸

MTC also launched Clipper START—an 18-month pilot project—in 2020, which provides fare discounts on single transit rides for riders whose household income is no more than double the federal poverty level.¹⁹

Within the Town, regional and local transit opportunities are served by BART and SamTrans. Colma is unique for a town its size as there are two BART stations located on opposite sides of the Town. The Colma BART station is in the north part of town, while the South San Francisco BART station is just outside of town limits to the south. SamTrans services the Town along El Camino Real and Junipero Serra Boulevard corridors. While BART and SamTrans are respectively high-quality transit providers, the corridors that they serve run north and south within Colma including the surrounding areas. This leaves east-to-west connectivity limited to other modes of transportation. Given Colma’s small size, SamTrans, and ridership within the Town, it does not plan to expand its service routes to the underserved parts of the Town. To improve accessibility and connectivity, the Town has applied for a grant to fund a pilot rideshare program to address deficiencies in transit offering and direct resources to Veterans, seniors, and service industry employees – all groups that are likely to experience transportation affordability challenges.

Environment. TCAC’s opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution

¹⁷ <https://wid.org/transportation-accessibility/>

¹⁸

https://www.samtrans.com/Planning/Planning_and_Research/Mobility_Plan_for_Older_Adults_and_People_with_Disabilities.html

¹⁹ <https://mtc.ca.gov/planning/transportation/access-equity-mobility/clipper-startsm>

sources such as ozone, PM2.5, diesel PM, pesticides, toxic release, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites.

Generally, the Town of Colma **scores poorly to moderate on environmental outcomes** (Figure III-9 and Figure III-10). **The Town scores moderately well on the California Healthy Places Index (HPI)** developed by the Public Health Alliance of Southern California (PHASC) (Figure III-11). The HPI includes 25 community characteristics in eight categories, including economic, social, education, transportation, neighborhood, housing, clean environment, and healthcare (Figure III-11).²⁰

The Town does not have any active or former factories that negatively affect air quality and the overall environment. However, because the Town is bordered by a major freeway (Interstate 280), air quality, particularly diesel particulate matter may be higher in communities that border Interstate 280 and U.S. Route 101 in the surrounding region.

Another factor for low scores may be hazardous materials. Currently, there are two sites that have been identified as containing hazardous materials which include a no longer active landfill. There are several other identified sites that have been considered complete and no longer hazardous which is shown in the 2040 General Plan.

Disparities in access to opportunity. TCAC's composite opportunity score for the Town of Colma designates it as a moderate resource area — there are no designated high resource or low resources areas in Colma (Figure III-12). The share of the population with Limited English Proficiency (LEP) is the same as the County (7%) (Figure III-13).

The Social Vulnerability Index (SVI) provided by the CDC—ranks census tracts based on their ability to respond to a disaster—and includes four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation. According to the SVI, the Town is moderately vulnerable (Figure III-15).

The Town of Colma does not have any disadvantaged communities as defined under SB 535 as “the top 25% scoring areas from CalEnviroScreen along with other areas with high amounts of pollution and low populations.”²¹ (Figure III-16)

Disparities specific to the population living with a disability. Ten percent of the population in the Town of Colma are living with at least one disability, compared to 8% in the County (Figure III-17). The most common disabilities in the Town are ambulatory (4.8%), independent living (3.9%), and cognitive (3.7%) (Figure III-18).

²⁰ <https://healthypplacesindex.org/about/>

²¹ <https://oehha.ca.gov/calenviroscreen/sb535>

Disability

“Disability types include hearing difficulty, vision difficulty, cognitive difficulty, ambulatory difficulty, self-care difficulty, and independent living difficulty.”

Source: California Department of Housing and Community Development Guidance, 2021, page 36.

For the population 65 and over, the share of the population with an ambulatory or independent living difficulty increases (Figure III-19). As mentioned above, under access to transportation, San Mateo County is rapidly aging. Therefore, this population with a disability is likely to increase.

All residents living with a disability in the Town of Colma are employed, while the unemployment rate for residents without a disability is significantly low (1%) (Figure III-20). Countywide, the unemployment rate for residents with a disability is 4%, compared to 3% for residents without a disability.

Access to Opportunity

Regional Access



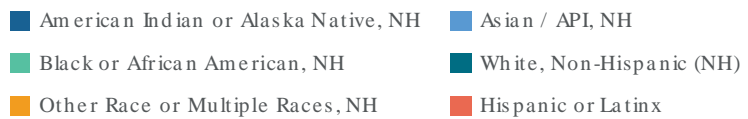
	Town of Colma	San Mateo County
Jobs to Household Ratio	10.96	1.59
LEP Population	7%	7%

Share of Population by Race in Resource Areas in the Town of Colma

High/Highest Resource Area



Moderate Resource Area



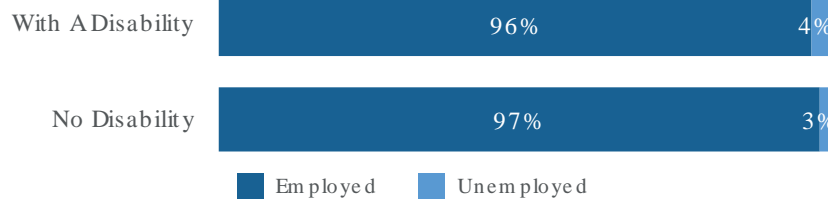
Employment by Disability Status



Town of Colma



San Mateo County



SECTION IV. Disparate Housing Needs

This section discusses disparate housing needs for protected classes including cost burden and severe cost burden, overcrowding, substandard housing conditions, homelessness, displacement, and other considerations.

Disproportionate Housing Needs

“**Disproportionate housing needs** generally refers to a condition in which there are significant disparities in the proportion of members of a protected class experiencing a category of housing need when compared to the proportion of members of any other relevant groups, or the total population experiencing that category of housing need in the applicable geographic area. For purposes of this definition, categories of housing need are based on such factors as cost burden and severe cost burden, overcrowding, homelessness, and substandard housing conditions.”

Source: California Department of Housing and Community Development Guidance, 2021, page 39.

Housing needs. Due to its small population, growth in the Town of Colma has been somewhat sporadic, with sharp increases in population between 2002-2006 and 2019-2020 and more gradual periods of growth over the last thirty years. The Town experienced a decrease in population during the Great Recession (Figure IV-1). **Compared to the County and the Bay Area, ABAG numbers show the Town gained population over the last year during the COVID pandemic.** The accuracy of this data could be questioned because there were no new housing developments in the past several years, with Veterans Village being the most recent in 2019.

Since 2015, **the housing permitted to accommodate growth has largely been priced for very low- and low-income households**, with 34 units permitted for low-income families and 31 for very low-income households (Veterans Village), respectively. The Town has issued ten permits for above moderate-income households and no permits for moderate-income households (Figure IV-2). The Housing Needs Data Report for the Town of Colma indicates new construction has not kept pace with demand throughout the Bay Area, “resulting in longer commutes, increasing prices, and exacerbating issues of displacement and homelessness.”²²

The variety of housing types available in the Colma in 2020 is predominantly single-family (63%) and medium to large-scale multi-family (19%). From 2010 to 2020, the multifamily

²² Housing Needs Data Report: Colma, ABAG/MTC Staff and Baird + Driskell Community Planning, 2021.

inventory increased more than single-family, and the Town has a greater share of multifamily housing compared to other communities in the region.²³

The majority of the housing inventory in the Town of Colma was constructed before 1959 (Figure IV-3). As such, the Town's units are older, lack energy efficiency, could be costly to adapt for disability accessibility, and may have deferred maintenance if households cannot afford to make improvements. Of note, only two new housing units have been built in the Town since 2010 (Verano and Veterans Village).

Compared to San Mateo County, the Town's owner-occupied housing market has a smaller share of units priced between \$1 and \$1.5 million—11% of units in the Town fall within this price range compared to 23% in the County (Figure IV-4). Units priced above \$2 million make up an even smaller proportion of the Town's housing stock compared to the County, with 1% and 19%, respectively. According to the Zillow home value index, home prices have experienced remarkable growth in the Town and County (Figure IV-5). However, the growth in Colma has been tempered since the Great Recession when compared to the County.

Rents have increased at a slower pace compared to the for-sale market—however, median rents increased more rapidly from 2017 to 2019 (Figure IV-7). Rent increases have likely been dampened by the COVID-19 pandemic. Compared to the County, the **Town of Colma has significantly fewer luxury rental units**—4% of units rent for more than \$3,000 in the Town compared to 22% in the County (Figure IV-6).

Cost burden and severe cost burden. Nearly half of all renter households in the Town of Colma are cost-burdened—spending more than 30% of their gross income on housing costs—and just over one in four are extremely cost-burdened—spending more than 50% of their gross income on housing costs (Figure IV-9). **Nearly 60% of all owner occupied households in the Town are cost-burdened.** Compared to renters, homeowners that spend more than 50% of their gross income come in lower at 19% (Figure IV-9). Compared to the County, the percentage of housing cost burden for Colma residents is lower for those spending 30% or less, but higher in the 30%-50% and 50% and over cost burden categories (Figure IV-8). Cost-burdened households have less money to spend on other essentials like groceries, transportation, education, healthcare, and childcare. Extremely cost-burdened households are considered at risk for homelessness.

A greater portion of households in the Town of Colma (43%) struggle with cost burden compared to the County (37%) (Figure IV-8). Lower-income households are more likely to experience a housing cost burden. Over half of households earning less than 30% AMI—considered extremely low-income households—are severely cost-burdened. No households earning 81% AMI or above are severely cost-burdened in Colma (Figure IV-10). The

²³ Housing Needs Data Report: Colma, ABAG/MTC Staff and Baird + Driskell Community Planning, 2021.

concentration of cost burden areas in Colma are most likely in the Sterling Park neighborhood, Verano and Villa Hoffman developments.

Racial and ethnic minorities are more likely to experience housing cost burdens in the Town of Colma. Residents who identify as other or multiple races (44%) and Hispanic households (33%) experience the highest cost burden rates in the Town. Asian (28%), non-Hispanic White (26%), and Black or African American (24% cost-burdened) households experience lower rates of housing cost burden (Figure IV-11).

Fifteen percent of large family households—considered households with five or more persons—experience less cost burden compared to 33% of all other households in Colma (Figure IV-12).

Overcrowding. Nearly all households (97%) in the Town of Colma do not experience overcrowding—indicated by more than one occupant per room (Figure IV-15). However, renter households are slightly more likely to be overcrowded, with 4% of households having more than one occupant per room compared to 3% of owner households (Figure IV-16). Concentrations of overcrowding are rare in Colma. For the 3% of households that do experience overcrowding, it is most likely in the Sterling Park neighborhood, Verano, or Villa Hoffman developments.

Compared to the region, **Colma is under the statewide average for overcrowded households** (Figure IV-19). Just north of the Town, in census tracts located in Daly City more than 20% and 15.01 to 20% respectively of households or more experience overcrowding.

Racial and ethnic minorities are more likely than non-Hispanic White households to experience overcrowding. Asian/API (6.6% of households), Hispanic (5.4%), and other/multiple race households (3.4%) experience the highest rates of overcrowding (Figure IV-17). Low and moderate-income households are also more likely to be overcrowded (Figure IV-18). Overall, the Town of Colma has a lower rate of overcrowded households compared to the statewide average (8.2%).

Substandard housing. Data on housing conditions are very limited, with the most consistent data available across jurisdictions found in the American Community Survey (ACS)—which captures units in substandard conditions as self-reported in Census surveys. In the Town of Colma, renter households are also more likely to have substandard kitchen and plumbing facilities compared to owner households. Generally, a low share of households lacks kitchens or plumbing. For renters, 2.5% lack kitchen facilities, and just over one percent lack plumbing. No owner households lack complete kitchen or plumbing facilities in Colma (Figure IV-20). Since substandard housing numbers are very low, most likely there is not a concentration of this type of housing. Data on housing conditions are very limited for the region. When comparing Colma's substandard housing with surrounding jurisdictions is limited to the City of San Bruno where incomplete kitchen facilities affect 0.4% of renters and incomplete plumbing facilities affect 0.1% of renters (City of San Bruno Fair Housing Assessment, 2022). Furthermore, 0.1% of homeowners experience incomplete plumbing (City of San Bruno Fair Housing Assessment,

2022). While Colma's numbers are higher than San Bruno, both percentages for renters and homeowners are very low.

Homelessness. In 2019, 1,512 people were experiencing homelessness in the County; 40% were in emergency or transitional shelters, while the remaining 60% were unsheltered. The majority of unsheltered people experiencing homelessness were in households without children. The majority of people in transitional housing were in households with children (Figure IV-21). As of the 2019 San Mateo Homeless Census, eight unsheltered homeless people were counted in Colma. Homelessness is a regional issue and consideration of the homeless is important in formulating housing policy.

People who identify as American Indian or Alaskan Native (6% homeless, less than 1% general population), Black (13%, 2%), White (67%, 51%), and Hispanic (38%, 28%) are overrepresented in the homeless population compared to their share of the general population (Figure IV-22 and Figure IV-23). People struggling with chronic substance abuse (112 people), severe mental illness (305), and domestic violence (127) represent a substantial share of the homeless population in 2019 (Figure IV-24).

Displacement. Owner households generally enjoy a greater amount of housing stability, whereas renter households are more mobile (i.e., move more frequently). Households in the Town were less likely to have moved in the past year compared to the households in the County (10% compared to 12% in the County) (Figure IV-25 and Figure IV-26) In Colma, 94% of residents have either lived in the same house or moved to another house within town limits (Figure IV-25). When looking at the data at the County level, both San Mateo County and Colma residents tend to stay in the same house or move within the same city or town.

Because renters are generally considered more vulnerable to displacement (Figure IV-28), Colma as a census tract is considered vulnerable. This is because 20% to 40% of the households are renter occupied (Figure IV-30). While 20% to 40% renter occupied households are common in the region, non-homeowners are more susceptible to displacement whereas homeowners are not.

While the **Town of Colma has 65 units of assisted housing units in its housing stock, they are all at low risk of conversion** (Veterans Village). Veterans Village is a Low-Income Housing Tax Credit property and will not expire until 2071. However, San Mateo County has 417 units at risk of conversion —8% of the total assisted housing units in the County (Figure IV-27). While there has not been any major housing development since 2019 (Veterans Village), the lack of activity in housing may have been a result of the pandemic and not disinvestment. There has not been any recent environmental displacement in Colma, however, it is important to note that the San Andreas Fault is just west of the Town and along El Camino Real has high liquefaction susceptibility.

Displacement Sensitive Communities

“According to the Urban Displacement Project, communities were designated “sensitive” if they met the following criteria:

- They currently have populations vulnerable to displacement in the event of increased redevelopment and drastic shifts in housing costs. Vulnerability is defined as:
 - The share of very low-income residents is above 20%, 2017
 - AND
 - The tract meets two of the following criteria:
 - Share of renters is above 40%, 2017
 - Share of people of color is above 50%, 2017
 - Share of very low-income households (50% AMI or below) that are severely rent-burdened households is above the County median, 2017
 - They or areas nearby have been experiencing displacement pressures. Displacement pressure is defined as:
 - Percent change in rent above County median for rent increases, 2012-2017

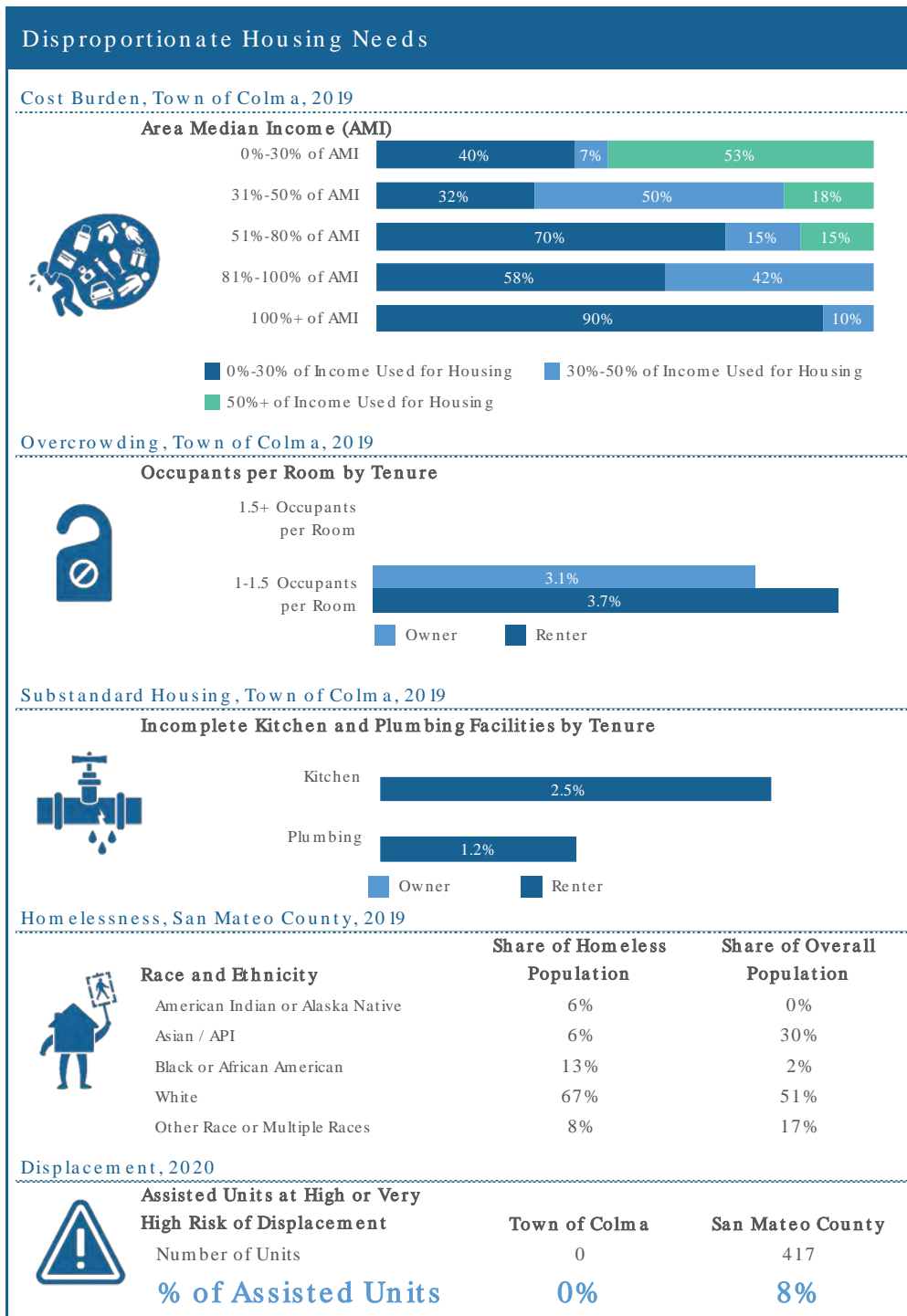
OR

- Difference between tract median rent and median rent for surrounding tracts above median for all tracts in the County (rent gap), 2017”

According to the Urban Displacement Project, the Town of Colma is vulnerable to displacement (Figure IV-28). **Additionally, there is a very minimal area in the northwest portion of the Town included in the Special Flood Hazard Areas, which are determined by the Federal Emergency Management Agency (FEMA) as having a 1% chance of flooding annually** (Figure IV-29, IV-30, and IV-31).

Access to mortgage loans. Disparities by race and ethnicity are also prevalent in home mortgage applications, particularly in denial rates (Figure IV-32). **Hispanic (43% denial rate) and Asian/API households (33%) had the highest denial rates for mortgage loan applications in 2018 and 2019.** Conversely, non-Hispanic White households (17%) have the lowest denial rates during the same time (Figure IV-33).

Zoning and land use.



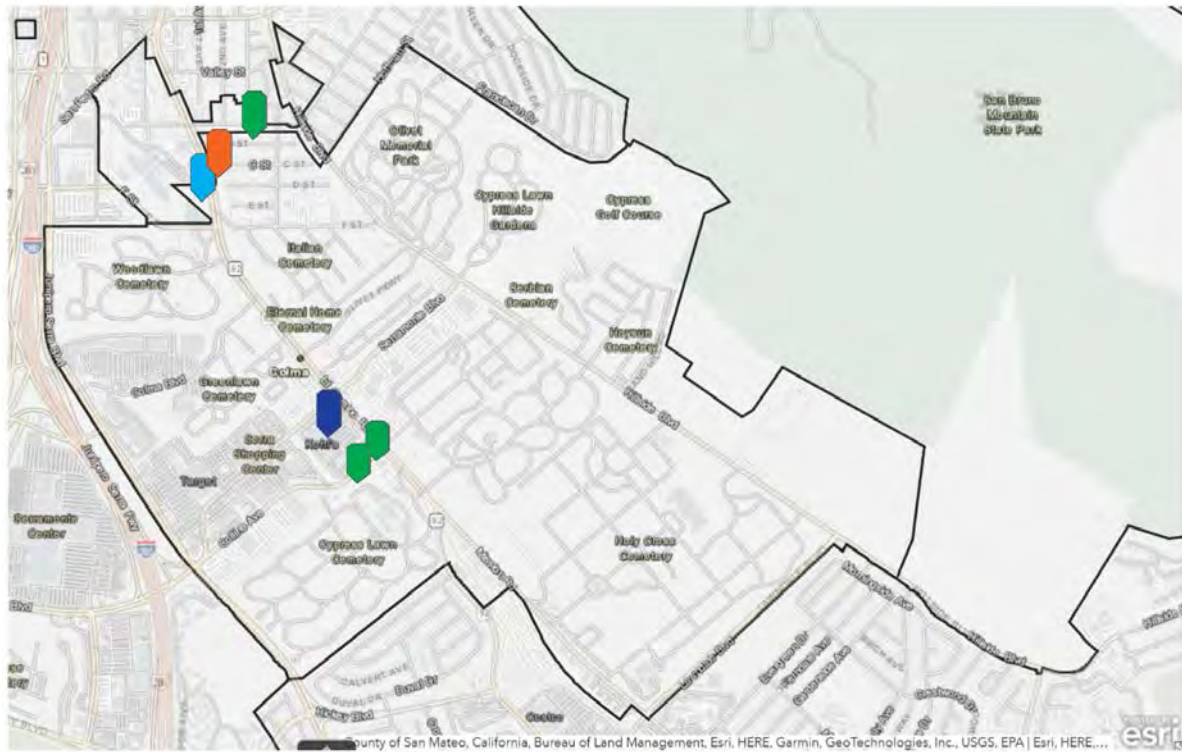
Site Inventory Analysis

The Site Inventory Analysis is included in the Housing Element Draft section called Site Inventory.

AB 686 requires an analysis of sites identified to meet RHNA obligations for their ability to affirmatively further fair housing.

- The analysis of the opportunity sites will consist of:
 - Map of identified sites by lower-income, moderate-income, and above moderate-income units;
 - Identification of sites within or in proximity to R/ECAPs and edge R/ECAPs and/or low income/poverty concentrations;
 - Proportion of low and very low-income units located in that area, as well as concentrations of Housing Choice Vouchers,
 - How the distribution of lower, moderate, and above moderate-income units—and the share located in low, moderate, and high resourced areas—will change with proposed site inventory development;
 - Proximity to:
 - High proficiency K-12 education institutions;
 - Low social vulnerability;
 - Good jobs proximity;
 - Access to transportation;
 - Healthy places; and
 - Flood hazards.

Figure IV-34.
Site Inventory Map By Extremely Low-, Very Low-, Low-, Moderate-, and Above Moderate-
Income Units

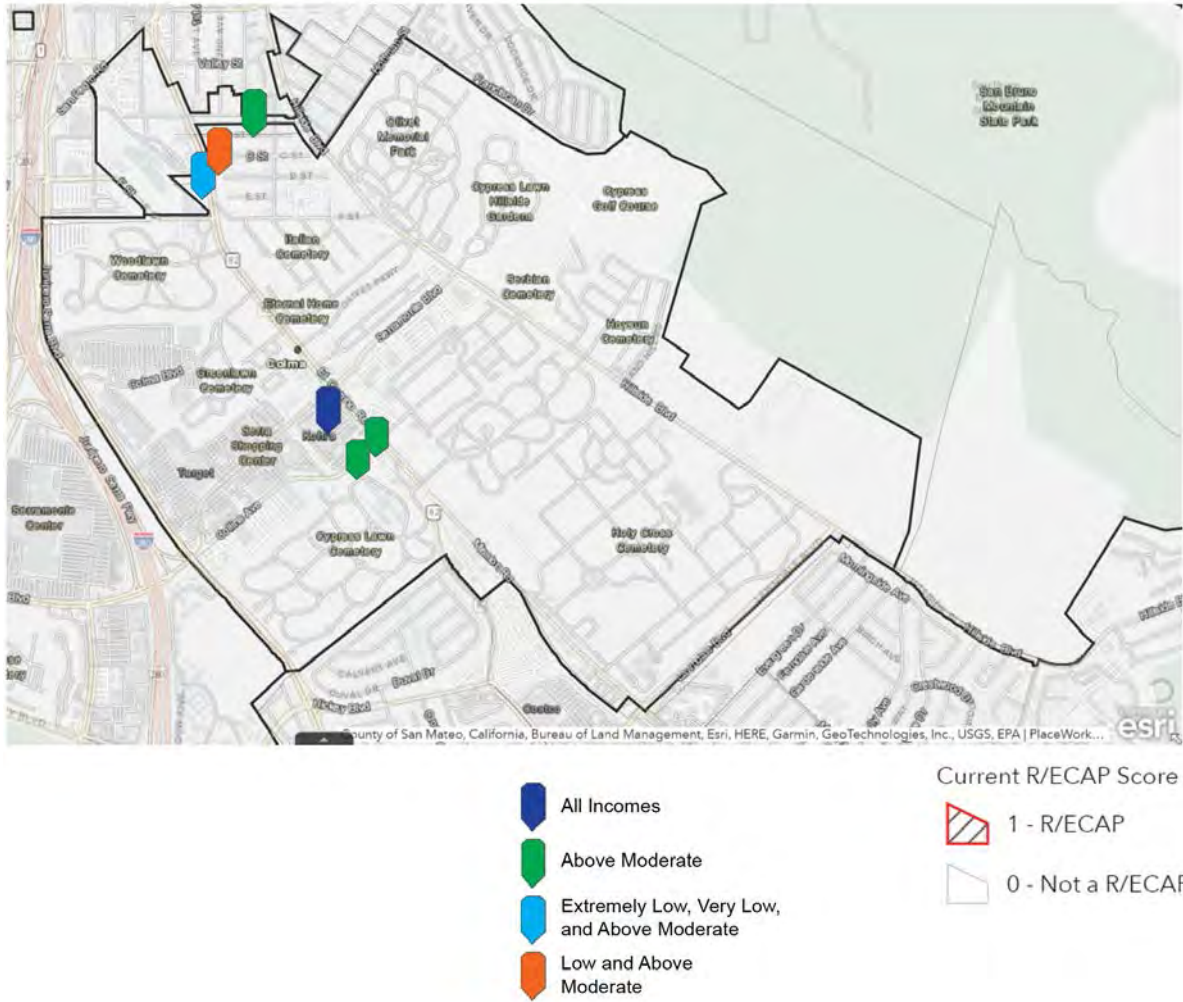


- All Incomes
- Above Moderate
- Extremely Low, Very Low, and Above Moderate
- Low and Above Moderate

As this figure shows, income levels are distributed well in various parts of the Town and well-integrated with various income types. Once fully developed, residents in these opportunity sites should have access to the same resources as the current residents. Because Colma is in a single census tract, all sites within town are considered moderate-resource areas.

The Sites Inventory Map showing income distribution (Figure IV-34) is a visual representation of how household income could be potentially distributed in the 2023-2031 6th Housing Element Cycle. Of the six identified sites for future housing development, there are three sites that may consist of above moderate-income levels (B Street, El Camino Real and Collins Ave, and 240 Collins). The other sites (Kohl's, 7733 El Camino Real, 7778 El Camino Real) will have a combination of household income levels that will distribute the low-income/poverty concentrations. This figure shows future household income levels distributed in various parts of the Town and different income types. Once fully developed, residents in these opportunity sites should have access to the same resources as the current residents. Because Colma is in a single census tract, all sites within the Town are considered moderate-resource areas. The individual site analysis will provide further analysis and proximity to services.

Figure IV-35.
Site Inventory Map Within R/ECAPs and Edge R/ECAPs



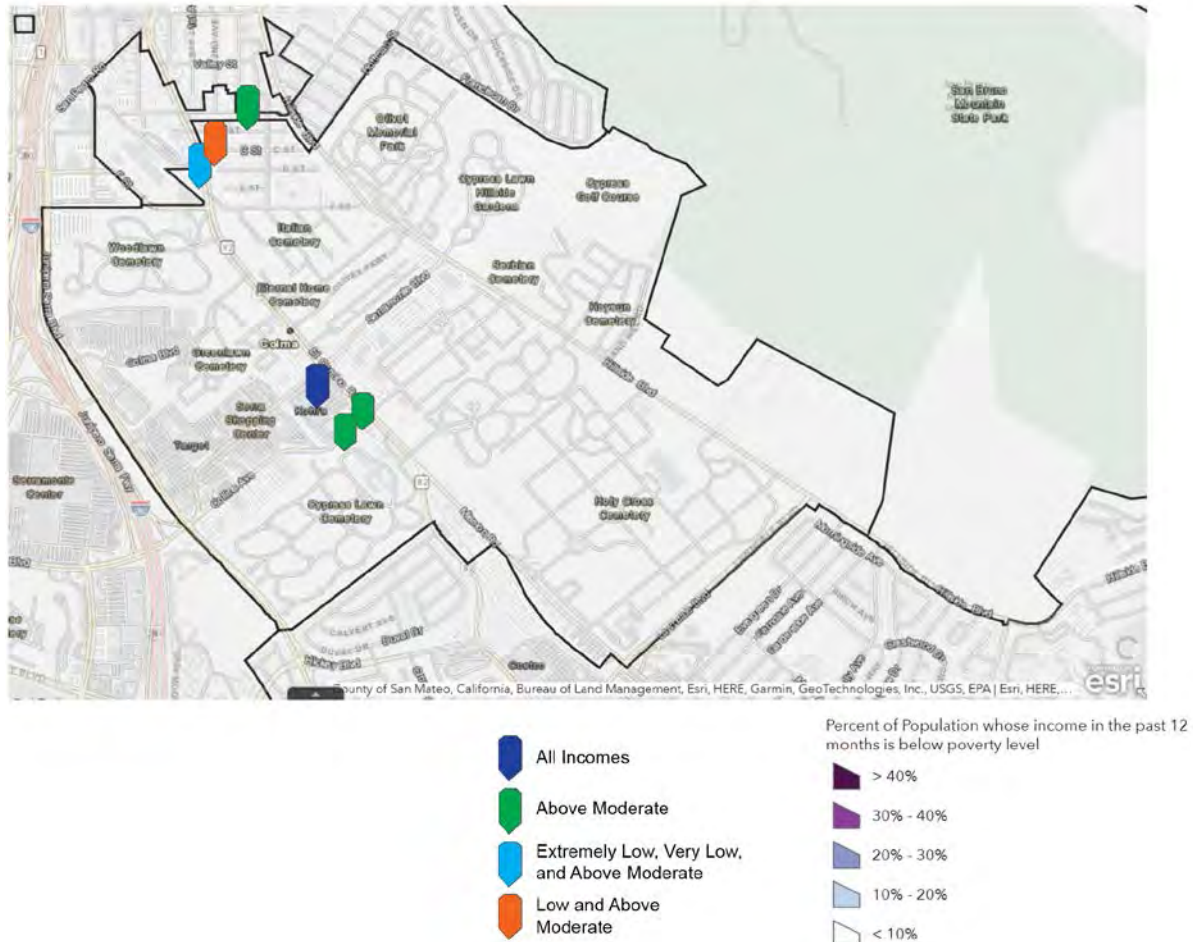
As previously stated in the past decade, the Census tracts that qualify as R/ECAPs have gone from three in 2010, to two in 2019. Additionally, edge R/ECAPs has increased slightly from 11 in 2010 to 14 in 2019. There are no R/ECAPs in the Town in 2010 or 2019, however, there was one edge R/ECAP just west of the Town in Daly City (Figure II-29). In 2019, there was one R/ECAP northwest of the Town in Daly City and one edge R/ECAP southeast of the town in South San Francisco (Figure II-30). Since the Town of Colma is one comprised of one Census tract, any Census related data applies to all the Town’s boundaries.

Since the Town does not have any R/ECAPs, the sites that have been identified for future development should not perpetuate any existing conditions or areas related to concentrated poverty or lower incomes. The Town is aware of the two edge R/ECAPs in Daly City and South San Francisco. However, these sites should not negatively affect those census tracts as the three sites (Figure IV-35) in the north portion of town are potentially comprised of various

income levels and there are the sites in the south portion of town is anticipated to be above moderate-income units.

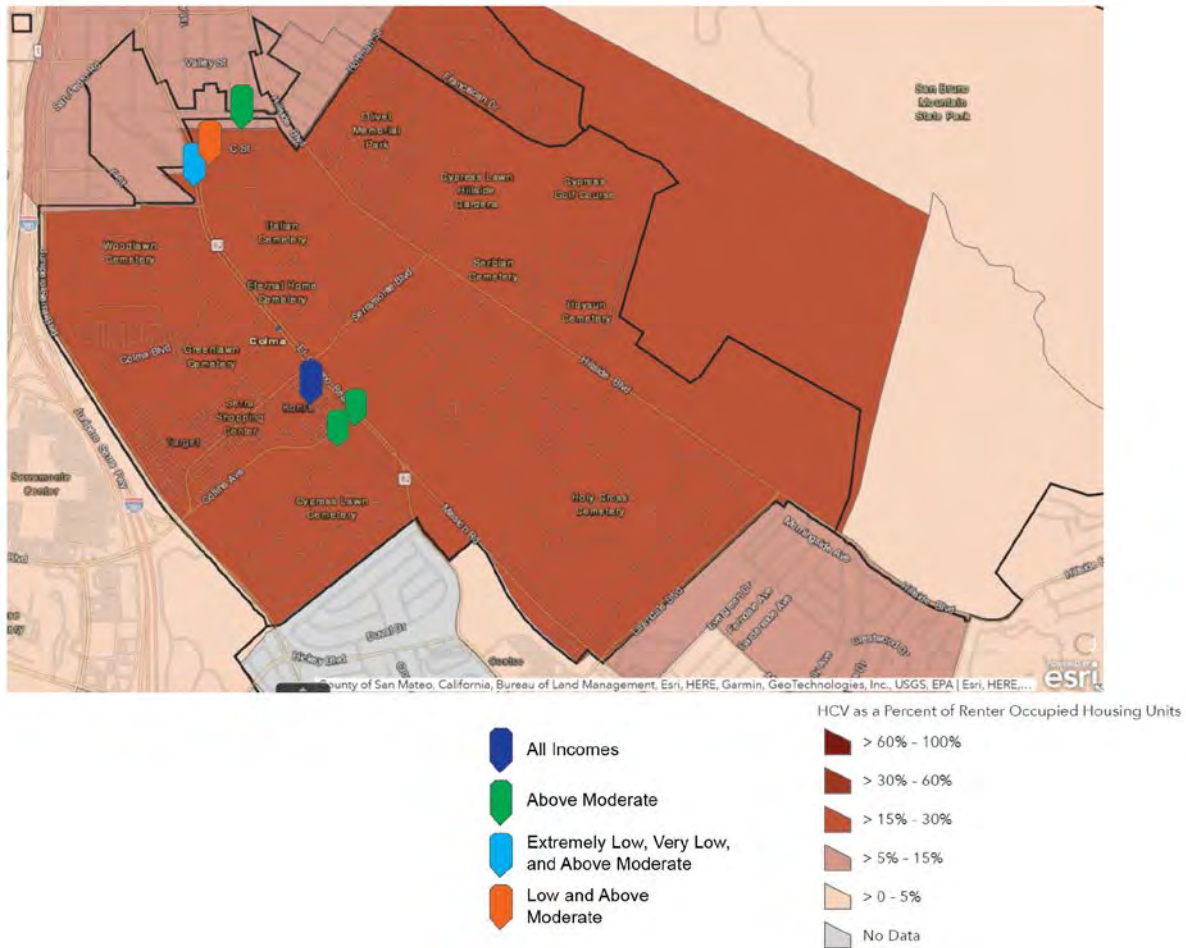
Another indicator of the lack of concentration of income and poverty households in the Town shown in the map below (Figure IV-36). Because the Town does not have any poverty concentrations, the future housing development on the identified sites should not have an effect.

**Figure IV-36.
Poverty Level Map**



Colma is comprised of one tract and one census block. Because of this, it may be difficult to accurately project if the future housing sites will increase the concentration of renters utilizing Housing Choice Vouchers. Within the Town, 15 to 30 percent of renter occupied units are utilizing Housing Choice Vouchers. These units are most likely renters in Veterans Village in the south part of town and possibly some units in the Sterling Park neighborhood in the north part of Town. Because there are no identified sites in near Veterans Village (Figure IV-37), future housing will not have an impact in that surrounding area. For the sites in the north part of Colma, a projected 4 extremely low-, 4 very low-, and 7 low-income units should not impact the concentration of renters using Housing Choice Vouchers dramatically.

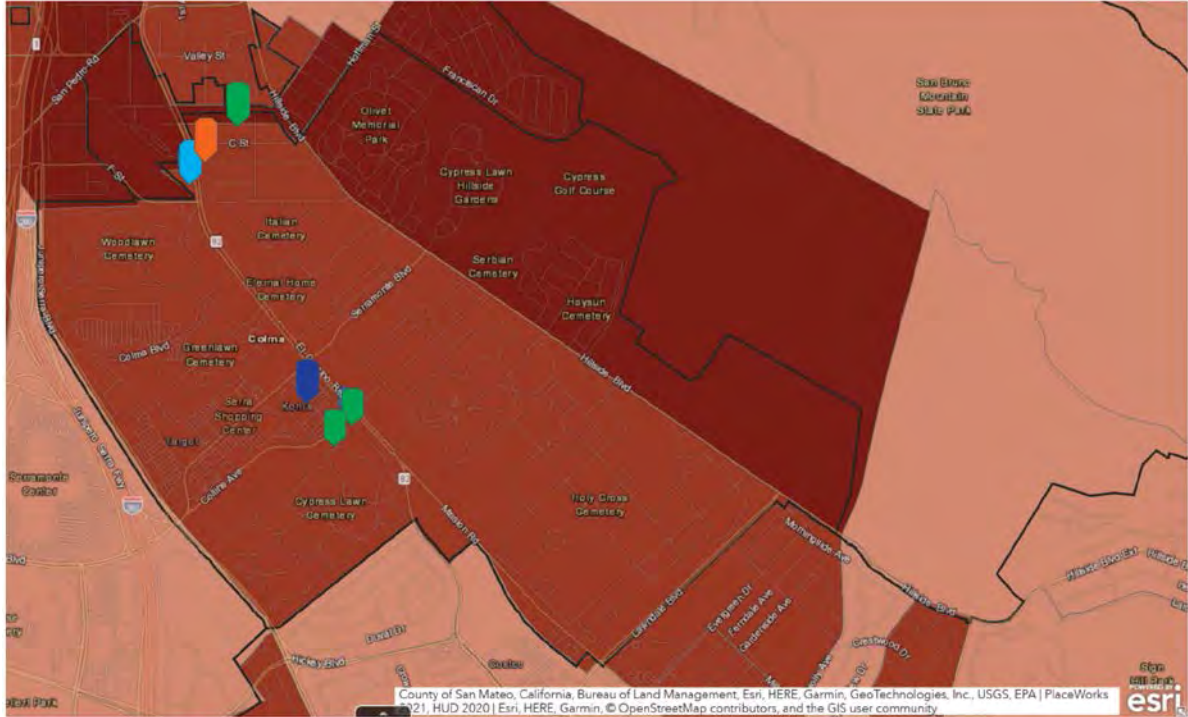
Figure IV-37.
Site Inventory Map and Housing Choice Vouchers



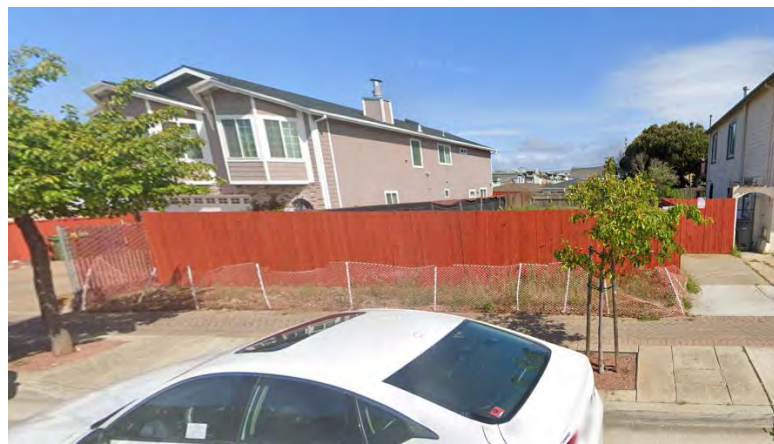
50 percent to 75 percent of households west of Hillside Boulevard in are comprised of low to moderate incomes. Areas east of Hillside Boulevard, 75 percent to 100 percent of households are low to moderate incomes (Figure IV-38). There are not many residential units east of Hillside Avenue. Hoffman Estates, a 21-unit market rate residential community is the only housing in Colma in east of Hillside Avenue. The rest of the land in this section of town is cemeteries, recreation, commercial, and open space. Additionally, just adjacent to Hoffman Estates, a 501-space mobile home community in Daly City may explain why there is a higher concentration of low to moderate income levels in that part of Colma and Daly City.

On the west side of town, where all of the potential housing sites are located, 50 percent to 75 percent of households are low to moderate income levels. Because of Colma’s single census tract and block, it is difficult to accurately show where these households exist and if future housing will increase the concentration of low to moderate-income levels in certain areas of town. Given the existing housing conditions in town, it is unlikely that identified sites create a significant increase in concentrated areas of certain income levels.

Figure IV-38.
Site Inventory Map and Low-Moderate Income Population



B Street, APN: 008-125-180



There is one vacant privately-owned parcel within the Sterling Park residential neighborhood, located between 461 and 469 B Street. The site analysis has determined that 1 single-family detached (SFD) unit can be developed on this 0.11-acre vacant parcel.

Due to the size and population of the Town, it does not have its own school district as it is served by the Jefferson Union High School District and South San Francisco Unified School District. Because the Town is a single census tract and block group, educational outcomes should not dramatically change with the addition of 1 new housing unit (Figure IV-39).

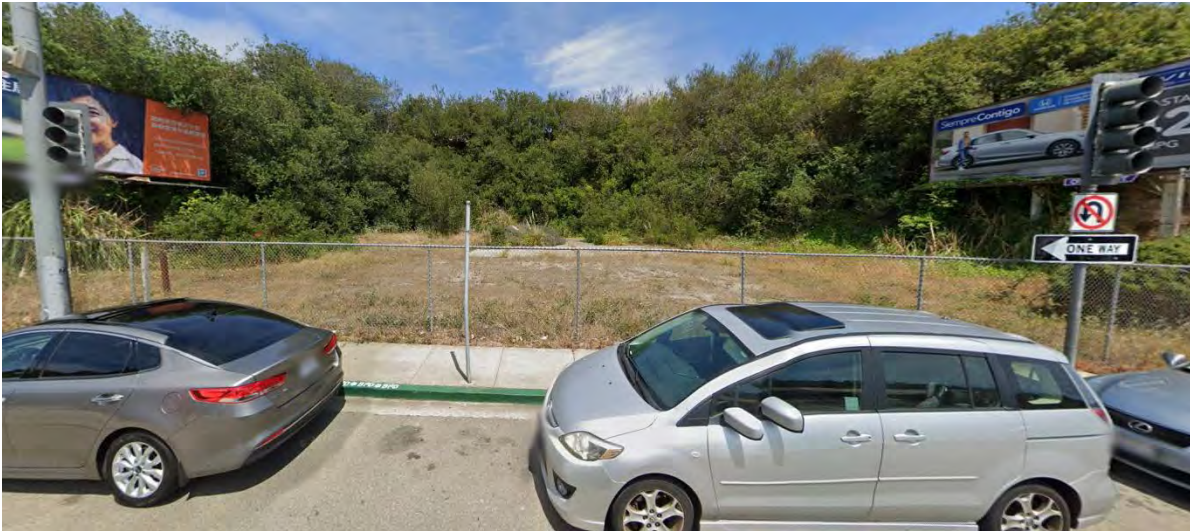
The composite opportunity score for the Town as a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the Town as “moderately vulnerable” to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation). The SVI should not dramatically change with the addition of 1 new housing unit (Figure IV-40).

The Town scored relatively low (0.25-0.50) in jobs proximity (Figure III-7). The types of jobs most found in town are hourly retail jobs which are most likely to pay less than \$3,333 per month (Figure III-5). However, proximity to job opportunities outside of Colma for residents at this housing site (Figure IV-41) should not be a barrier as it is within a half-mile of the Colma BART station and SamTrans lines both of which are considered “high-quality transit” (Figure IV-42).

TCAC’s opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution sources such as ozone, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites. The Town does not have any active or former factories that negatively affect air quality and the overall environment. The Town is bordered by a major freeway (Interstate 280), air quality, particularly diesel particulate matter may be higher in communities that border Interstate 280 and U.S. Route 101 in the surrounding region. This housing site is slightly less than three-quarters of a mile from Interstate 280 and approximately seven miles from U.S. Route 101. This housing site should not be negatively affected by the existing environmental conditions (Figure IV-43). Another factor for low scores may be hazardous materials. Currently, there are two areas in town that have been identified as containing hazardous materials. One site is a former landfill the other site is used for light industrial purposes. The former landfill is approximately one and a half miles away and the other site is just under one-quarter of a mile away. Given its location in a walkable neighborhood and proximity to transit lines, this site should be ranked as one of the higher environmental outcomes.

There is a small area in the northwest portion of the Town included in the Special Flood Hazard Areas, which are determined by the Federal Emergency Management Agency (FEMA) as having a 1% chance of flooding annually. This housing site is not affected by any potential flooding (Figure IV-44).

7733 El Camino Real, APN: 008-127-020



7733 El Camino Real, the “Sandblaster Property” is a 0.53-acre parcel with a commercial designation. The site analysis has determined that 4 extremely low-, 4 very low-, and 8 above moderate units could be built, for a total of 16 units.

Due to the size and population of the Town, it does not have its own school district as it is served by the Jefferson Union High School District and South San Francisco Unified School District. Because the Town is a single census tract and block group, educational outcomes should not dramatically change with the addition of 16 new housing units (Figure IV-39).

The composite opportunity score for the Town as a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the Town as “moderately vulnerable” to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation). The SVI should not dramatically change with the addition of 16 new housing units (Figure IV-40).

TCAC’s opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution sources such as ozone, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites. The Town does not have any active or former factories that negatively affect air quality and the overall environment. The Town is bordered by a major freeway (Interstate 280), air quality, particularly diesel particulate matter may be higher in communities that border Interstate 280 and U.S. Route 101 in the surrounding region. This housing site is approximately half a mile from Interstate 280 and approximately seven miles from U.S. Route 101. This housing site should not be negatively affected by the existing environmental conditions related to pollution from these freeways (Figure IV-43). Another factor for low scores may be hazardous

materials. Currently, there are two areas in town that have been identified as containing hazardous materials. One site is a former landfill the other site is used for light industrial purposes. The former landfill is approximately over one and a half miles away and the other site is less than 500 feet across El Camino Real. The site is in a walkable neighborhood and proximity to transit lines should be ranked as one of the higher environmental outcomes.

There is a small area in the northwest portion of the Town included in the Special Flood Hazard Areas, which are determined by the Federal Emergency Management Agency (FEMA) as having a 1% chance of flooding annually. This housing site is not affected by any potential flooding (Figure IV-44).

7778 El Camino Real, APN: 008-141-080



7778 El Camino Real, the “Bocci Property” is a 0.6-acre parcel with a commercial designation. The site analysis has determined that 7 low-, and 8 above moderate units could be built, for a total of 15 units.

Due to the size and population of the Town, it does not have its own school district as it is served by the Jefferson Union High School District and South San Francisco Unified School District. Because the Town is a single census tract and block group, educational outcomes should not dramatically change with the addition of 16 new housing units (Figure IV-39).

The composite opportunity score for the Town as a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the Town as “moderately vulnerable” to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation). The SVI should not dramatically change with the addition of 16 new housing units (Figure IV-40).

TCAC's opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution sources such as ozone, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites. The Town does not have any active or former factories that negatively affect air quality and the overall environment. The Town is bordered by a major freeway (Interstate 280), air quality, particularly diesel particulate matter may be higher in communities that border Interstate 280 and U.S. Route 101 in the surrounding region. This housing site is approximately half a mile from Interstate 280 and approximately seven miles from U.S. Route 101. This housing site should not be negatively affected by the existing environmental conditions related to pollution from these freeways (Figure IV-43). Another factor for low scores may be hazardous materials. Currently, there are two areas in town that have been identified as containing hazardous materials. One of which includes a former landfill and the other is this site. The former landfill is approximately one and a half miles away. In the 2040 General Plan, this site has been identified on the California Geotracker website as a location where hazardous materials used to be present (site remediation is complete) or where hazardous materials are still present. Because the current occupant is a monument maker, it may explain why contamination in the soil and groundwater was detected. However, as of October 2021, the State Water Resources Control Board has considered this complete and closed. Despite the remediated factors on this site, this location is in a walkable neighborhood and the short proximity to transit lines should be ranked as one of the higher environmental outcomes.

There is a small area in the northwest portion of the Town included in the Special Flood Hazard Areas, which are determined by the Federal Emergency Management Agency (FEMA) as having a 1% chance of flooding annually. This housing site is not affected by any potential flooding (Figure IV-44).

Kohl's Site, APN: 008-421-120



The “Kohl’s Site” is a 8.06-acre parcel with a commercial designation. The site analysis has determined that 22 extremely low-, 23 very low-, 23 low-, 44 moderate-, and 90 above moderate units could be built, for a total of 202 units.

Due to the size and population of the Town, it does not have its own school district as it is served by the Jefferson Union High School District and South San Francisco Unified School District. Because the Town is a single census tract and block group, educational outcomes could change with the addition of 202 new housing units (Figure IV-39).

The composite opportunity score for the Town as a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the Town as “moderately vulnerable” to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation). The SVI could change with the addition of 202 new housing units (Figure IV-40).

TCAC’s opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution sources such as ozone, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites. The Town does not have any active or former factories that negatively affect air quality and the overall environment. The Town is bordered by a major freeway (Interstate 280), air quality, particularly diesel particulate matter may be higher in communities that border Interstate 280 and U.S. Route 101 in the surrounding region. This housing site is approximately just over half of a mile from Interstate 280 and approximately seven miles from U.S. Route 101. This housing site should not be negatively affected by the existing environmental conditions related to pollution from these freeways (Figure IV-43). Another factor for low scores may be hazardous materials. Currently, there are two areas in town that have been identified as containing hazardous materials. One of which includes a former landfill and the other is used for light industrial purposes. The former landfill is approximately one mile away and the other is approximately three-quarters of a mile away. The site is near transit lines and should be ranked as one of the higher environmental outcomes.

There is a small area in the northwest portion of the Town included in the Special Flood Hazard Areas, which are determined by the Federal Emergency Management Agency (FEMA) as having a 1% chance of flooding annually. This housing site is not affected by any potential flooding (Figure IV-44).

EI Camino Real and Collins Avenue, APN: 008-421-170

The site is a .41-acre parcel with a planned development designation. The site analysis has determined that 8 above moderate units could be built, for a total of 8 units.

Due to the size and population of the Town, it does not have its own school district as it is served by the Jefferson Union High School District and South San Francisco Unified School

District. Because the Town is a single census tract and block group, educational outcomes should not dramatically change with the addition of 8 new housing units (Figure IV-39).



The composite opportunity score for the Town as a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the Town as “moderately vulnerable” to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation). The SVI should not dramatically change with the addition of 8 new housing units (Figure IV-40).

TCAC’s opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution sources such as ozone, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites. The Town does not have any active or former factories that negatively affect air quality and the overall environment. The Town is bordered by a major freeway (Interstate 280), air quality, particularly diesel particulate matter may be higher in communities that border Interstate 280 and U.S. Route 101 in the surrounding region. This housing site is approximately just over half of a mile from Interstate 280 and approximately seven miles from U.S. Route 101. This housing site should not be negatively affected by the existing environmental conditions related to pollution from these freeways (Figure IV-43). Another factor for low scores may be hazardous materials. Currently, there are two areas in town that have been identified as containing hazardous materials. One of which includes a former landfill and the other is used for light industrial purposes. The former landfill is just over a mile away and the other is approximately three-quarters of a mile away. The site is near transit lines and should be ranked as one of the higher environmental outcomes.

There is a very minimal area in the northwest portion of the Town included in the Special Flood Hazard Areas, which are determined by the Federal Emergency Management Agency (FEMA) as having a 1% chance of flooding annually. This housing site is not affected by any potential flooding (Figure IV-44).

Collins Avenue near El Camino Real, APN: 010-422-050



The site is a .72-acre parcel with a planned development designation. The site analysis has determined that 8 above moderate units could be built, for a total of 14 units.

Due to the size and population of the Town, it does not have its own school district as it is served by the Jefferson Union High School District and South San Francisco Unified School District. Because the Town is a single census tract and block group, educational outcomes should not dramatically change with the addition of 14 new housing units (Figure IV-39).

The composite opportunity score for the Town as a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the Town as “moderately vulnerable” to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation). The SVI should not dramatically change with the addition of 14 new housing units (Figure IV-40).

TCAC’s opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution sources such as ozone, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites. The Town does not have any active or former factories that negatively affect air quality and the overall environment. The Town is bordered by a major freeway (Interstate 280), air quality, particularly diesel particulate matter may be higher in communities that border Interstate 280 and U.S. Route 101 in the surrounding region. This housing site is approximately just over half of a mile from Interstate 280 and approximately seven miles from U.S. Route 101. This housing site should not be negatively affected by the existing environmental conditions related to pollution from these freeways (Figure IV-43). Another factor for low scores may be

hazardous materials. Currently, there are two areas in town that have been identified as containing hazardous materials. One of which includes a former landfill and the other is used for light industrial purposes. The former landfill is just over a mile away and the other is approximately three-quarters of a mile away. The site is near transit lines and should be ranked as one of the higher environmental outcomes.

There is a small area in the northwest portion of the Town included in the Special Flood Hazard Areas, which are determined by the Federal Emergency Management Agency (FEMA) as having a 1% chance of flooding annually. This housing site is not affected by any potential flooding (Figure IV-44).

Notice of Exemption

Project Title: 2023-2031 Housing Element Update

Project Applicant: Town of Colma

Project Location: Entire Town of Colma, San Mateo County

Project Description: The purpose of the 2023-2031 Housing Element Update is to plan for the Town's housing needs and establish the housing related goals, objectives, and programs necessary to allow for and encourage the development and maintenance of housing for all economic segments of the community over the 2023-2031 planning period. The Housing Element Update is designed to comply with State Housing Element law and guidelines for the preparation and adoption of Housing Elements.

The contents of the 2023-2031 Housing Element Update include an analysis of population, employment and housing trends, an evaluation of housing needs, statement of goals and policies, a schedule of programs and actions and an estimate of the number of housing units the Town expects to be developed, improved and maintained in the local housing stock. Programs and policies in the current 2015-2023 Housing Element were evaluated and modified where necessary to reflect changing market conditions and policy priorities.

In a collaborative process, the 20 cities of San Mateo County and the County of San Mateo formed a countywide "sub-region", an ad-hoc joint powers authority, that was formed to specifically administer the Association of Bay Area Governments (ABAG) Regional Housing Needs Allocation (RHNA) process. From this process, it was determined that Colma's allocation for the 6th RHNA cycle is 202 units, 106 of which are allocated as units affordable to moderate, low and very low-income households. A total of 75 units have been developed within Colma since 2015, meeting the 2015-2023, 5th cycle of RHNA, which is _____. Colma has the capacity for the 202 units through the development of vacant and underutilized parcels located throughout the Town. Colma has also adopted goals, policies and programs through their recent 2040 General Plan Update (adopted in March 2022) to encourage and facilitate the development of these units.

The Housing Element Update is closely related to other General Plan Elements. More specifically, the Land Use Element sets forth the amount and type of residential development permitted under the General Plan, thereby establishing housing opportunities in Colma. In addition, the Land Use Element contains policies directed at maintaining the existing housing stock, as well as ensuring the quality of new residential development. The 2040 General Plan Update provides a newly created Commercial Overlay District, including a 40-acre designated area north of Hillside Boulevard and to the west of Lawndale Boulevard, in addition to a vacant 3.07-acre parcel on the north side of Town, east side of El Camino Real, and south of the BART railroad track.

Upon the adoption, the 6th Cycle Housing Element Update will become a part of the Colma 2040 General Plan. A Final EIR (SCH No. 2020069005) was certified by the Town in March 2022 and a Notice of Determination (NOD) was submitted to the SCH on March 23, 2022. The EIR considered and addressed growth and development opportunities and the Housing Element Update is consistent with the analysis and findings of the General Plan Update Final EIR.

Exemption Status: Ministerial, State Code Number 15061(b)(3).

Reason why Project is Exempt: Section 15061(b)(3) consist of activities covered by the “common sense exemption” that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The 2023-2031 Housing Element Update would not result in any direct or indirect physical changes to the environment. The Housing Element Update is strictly a policy document and does not provide entitlements to any specific land use project. The Housing Element Update does not make any changes to the General Plan land use map and would not modify any land use designations, allowed densities, or land use intensities established by the General Plan. As described in the 2023-2031 Housing Element Update, the City’s sites, designated by the General Plan, which would accommodate residential development, have adequate capacity to accommodate the City’s RHNA number.

The 2023-2031 Housing Element contains goals, policies and programs aimed at addressing Colma’s housing development, preservation, and rehabilitation needs, including accommodating the City’s RHNA of 202 housing units by 2031, encouraging housing to serve lower income and special needs households, increased access to affordable and special needs housing and affirmatively furthering fair housing. The proposed project does not entitle, propose or otherwise require the construction of new development or rehabilitation of existing development, but rather includes goals and policies consistent with existing and proposed uses identified in the General Plan and as mandated to be allowed under State law.

All future housing development projects will be reviewed pursuant to CEQA. As previously noted, the recent General Plan Update EIR accounted for residential development, which is inclusive of the 202 residential unit allocation, pursuant to RHNA. Potential impacts resulting from buildout in accordance with the General Plan Update accounts for the 202 units and no additional impacts or residual impacts or affects would occur that have not been previously addressed and/or accounted for. The 2023-2031 Housing Element Update was reviewed, and it was confirmed that it would not have the potential to result in a significant adverse effect, as previously cited, for any environmental issue area, including aesthetics, agricultural/forestry resources, air quality, biological resources, cultural resources, energy, geology/soils, greenhouse gas emissions, hazards and hazardous materials, hydrology/water quality, land use/planning, mineral resources, noise, population/housing, public services, recreation, transportation, tribal cultural resources, utility/service systems, wildfire, cumulative impacts or substantial adverse effects to human beings.

The Update to the 2023-2031 Colma Housing Element is Exempt under State CEQA Guidelines Section 15061(b)(3), common sense exemption. The Proposed Project involves policies, programs and actions to meet the City’s RHNA allocation that either would not cause a significant effect on the environment or incorporates actions that have already been taken by the City. Additionally, the policies incorporated into the General Plan by the General Plan EIR include mitigation measures to avoid or mitigate environmental impacts on sites designated in the Housing Element. Based on these factors, it is concluded, with certainty, that there is no possibility that the proposed 6th Cycle Housing Element Update would have a significant effect on the environment. Therefore, the 2023-2031 Housing Element Update is exempt from the provisions of CEQA, as set forth in Section 15061(b)(3), of the State CEQA Guidelines.

ATTACHMENT G: Figures and Maps

Figure 1. Map of Housing Sites

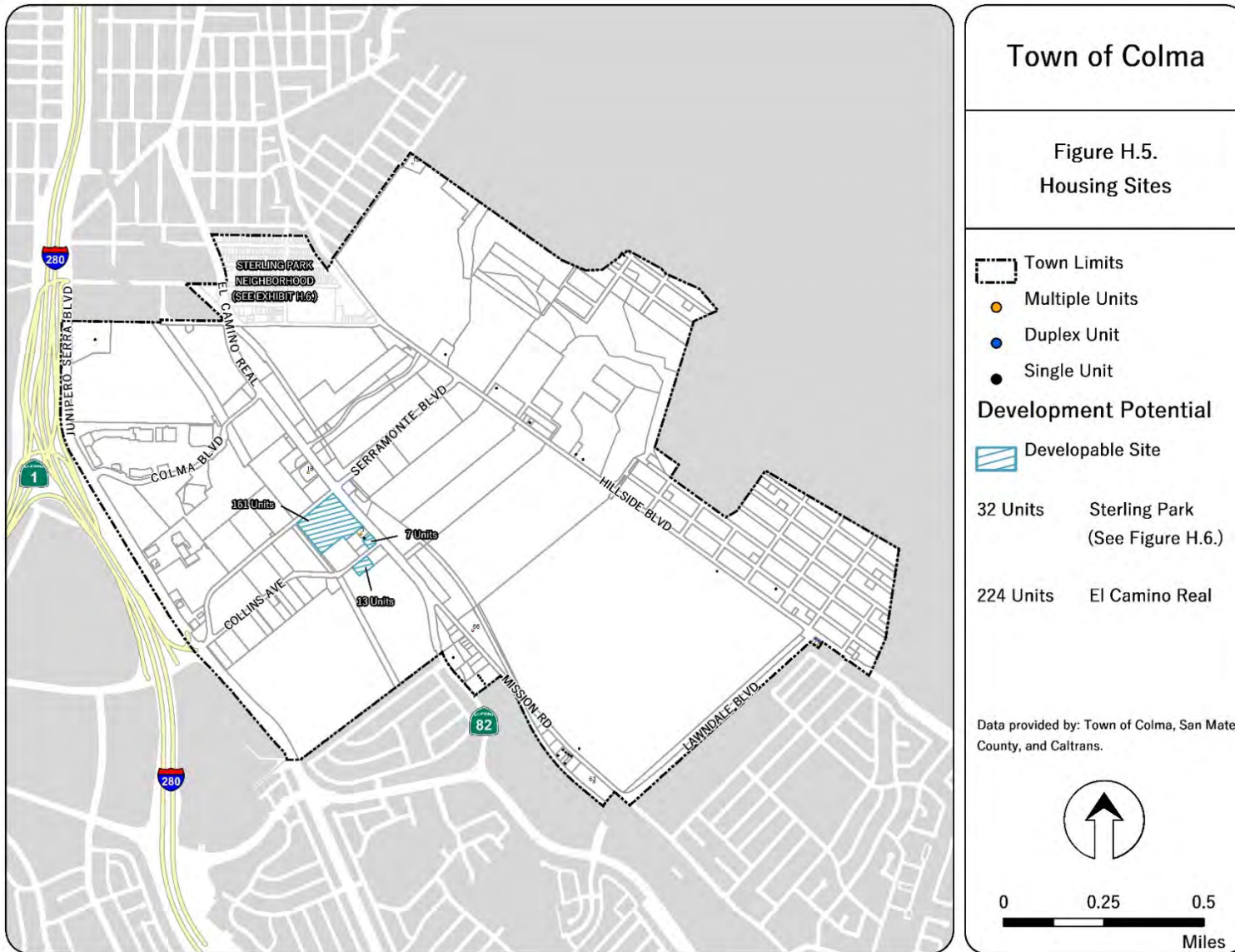


Figure 2. Map of Housing Sites Sterling Park/North El Camino Real

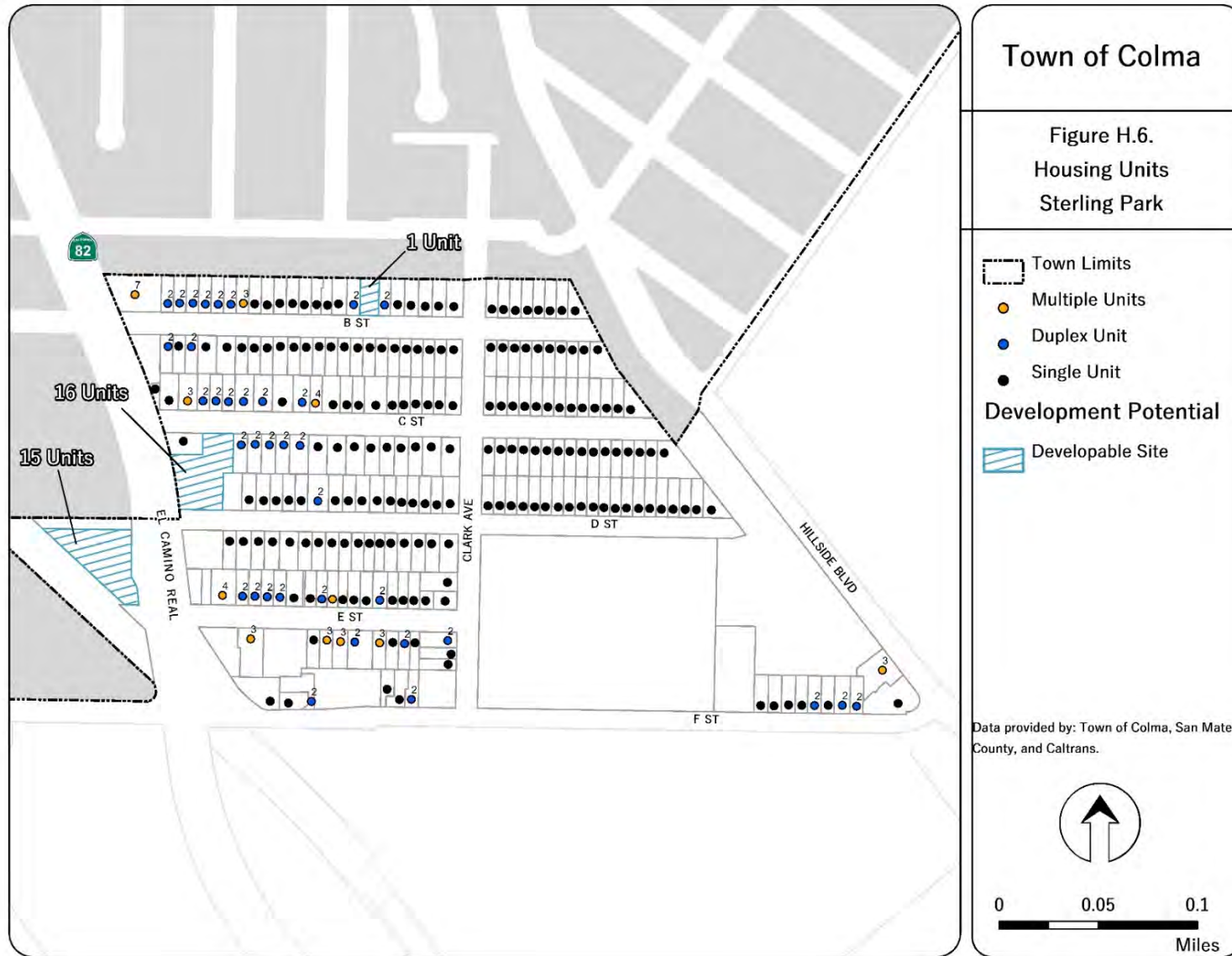
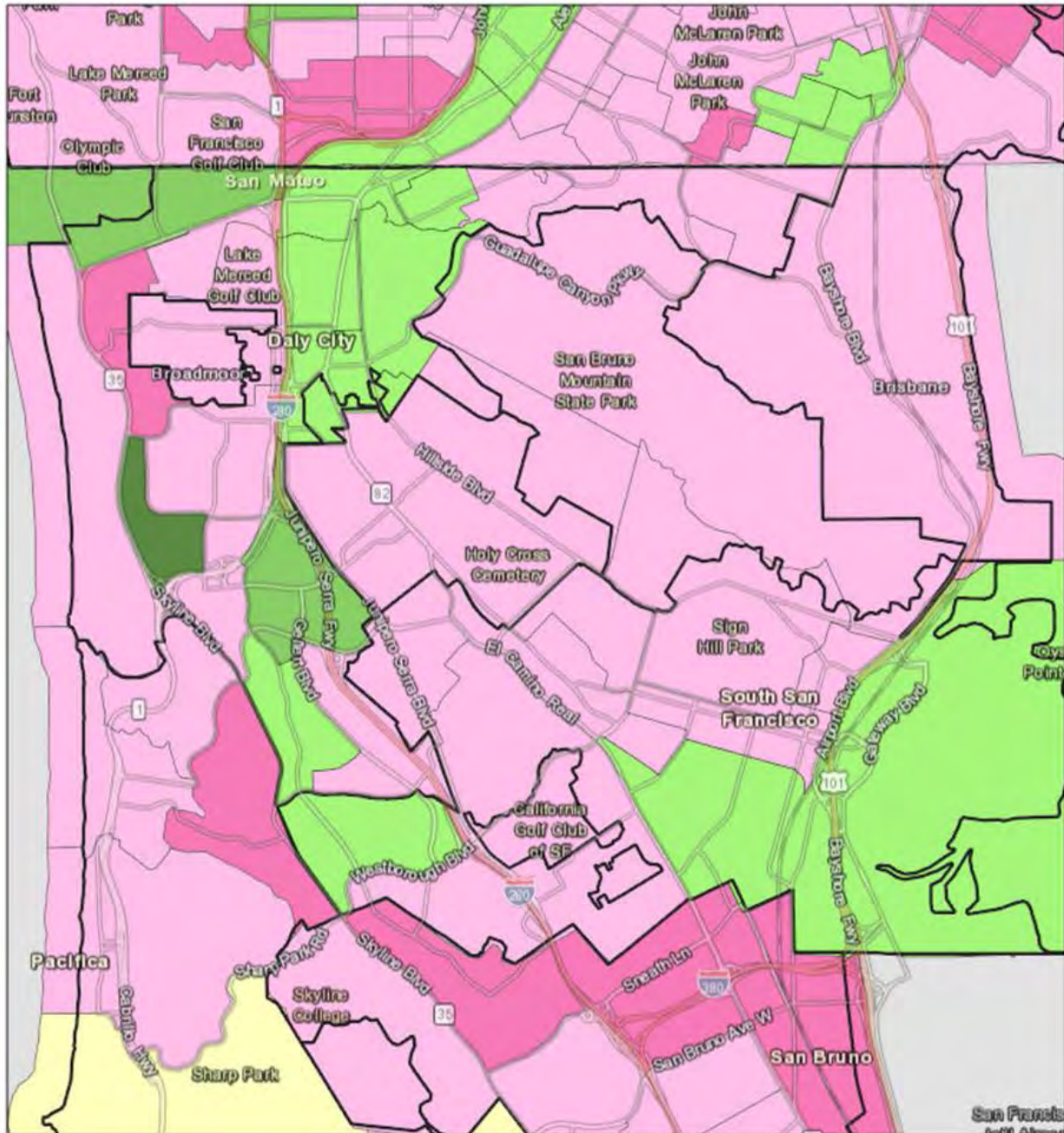


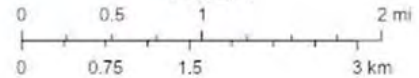
Figure 3. Neighborhood Segregation by Census Tract, 2019



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- City/Town Boundaries
- Latinx-White
- 3 Group Mix
- Asian-Latinx
- Asian-White
- 4 Group Mix
- Unpopulated Tract
- Mostly Asian



County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, Esri, HERE, Garmin, © OpenStreetMap contributors, and the GIS user community

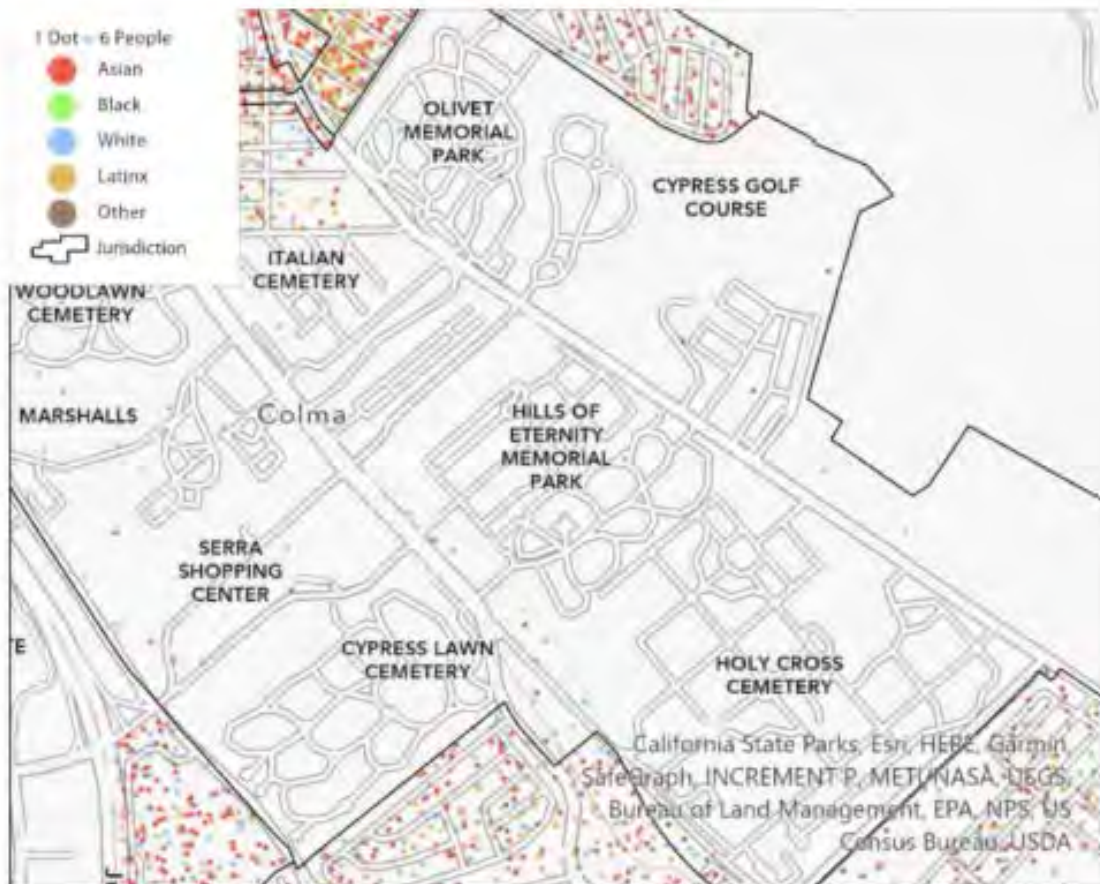
Figure 4. Population by Racial Group, Colma, and the Region

Race	Colma			Bay Area
	2000	2010	2020	2020
Asian/Pacific Islander	23.5%	33.8%	29.5%	28.2%
Black/African American	0.9%	2.6%	3.3%	5.6%
Latinx	43.9%	39.5%	41.2%	24.4%
Other or Multiple Races	3.9%	4.1%	5.6%	5.9%
White	27.7%	20.1%	20.4%	35.8%

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

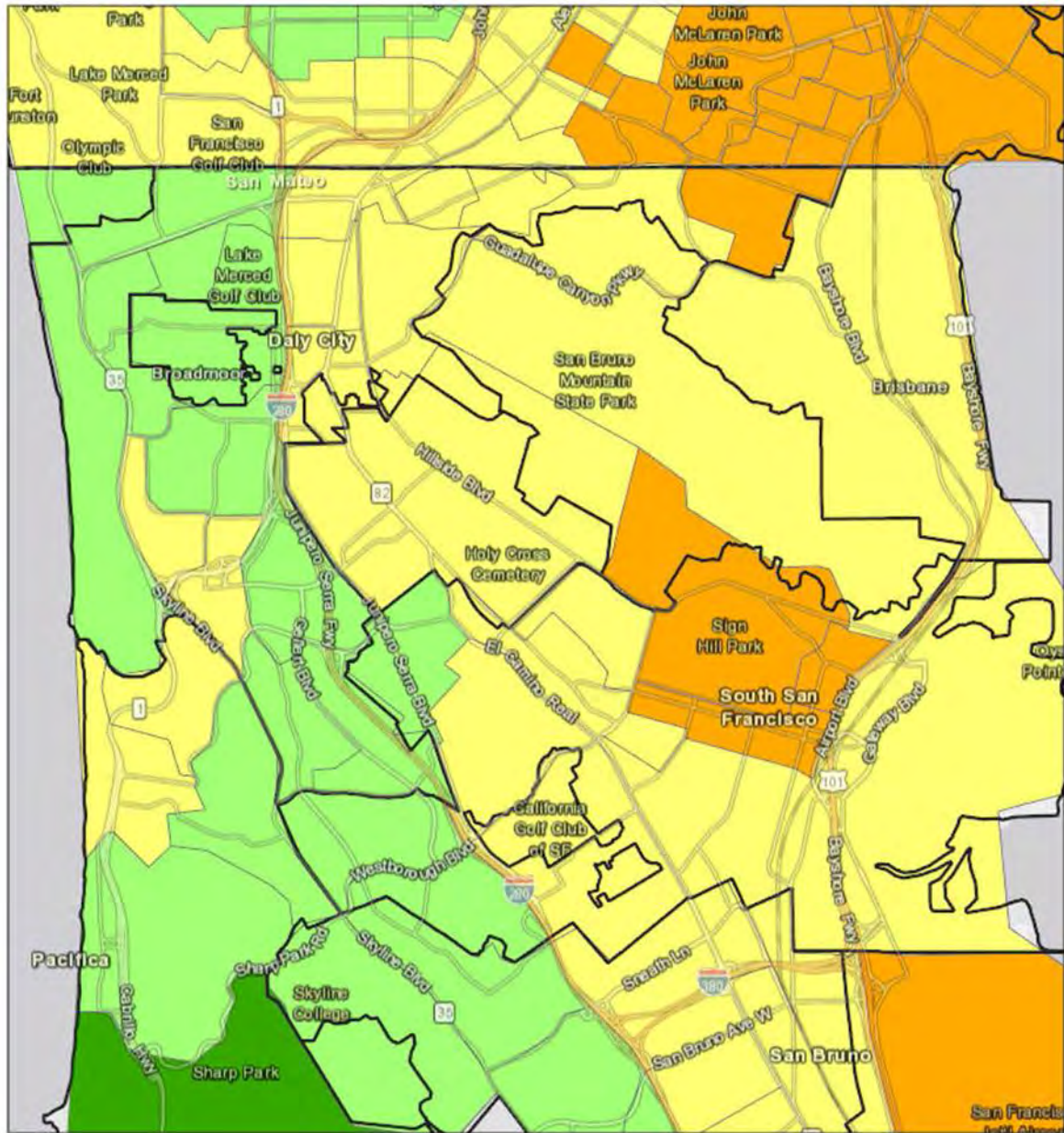
Figure 5. Racial Dot Map of Colma (2020)



Universe: Population. Source: U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

Note: The plot shows the racial distribution at the census block level for Town of Colma and vicinity. Dots in each census block are randomly placed and should not be construed as actual placement of people.

Figure 6. TCAC Opportunity Areas TCAC Score by Census Tract, 2021



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City/Town Boundaries

(R) TCAC Opportunity Areas (2021) - Education Score -Tract

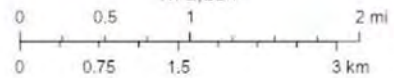
< 0.25 (Less Positive Education Outcomes)

0.25 - 0.50

0.50 - 0.75

> 0.75 (More Positive Education Outcomes)

No Data



County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, Esri, HERE, Garmin, © OpenStreetMap contributors, and the GIS user community

County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks

CA HCD

Source: California Department of Housing and Community Development AFFH Data Viewer

Figure 7. AFFH Action Plan

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
Action Area 1. Improve Fair Housing Outreach				
Fair Housing Outreach	<ol style="list-style-type: none"> 1. Lack of access to information about fair housing rights; Limited knowledge of fair housing by residents 2. Greater outreach efforts are needed in various formats. 3. More resources should be made available to the public. 	Maintain zero to low complaints and inquiries.	<p>Action 1.1: (Program 5.1, 5.4, 5.5, 8.1, 8.2)</p> <ul style="list-style-type: none"> • Continue and update the Towns' fair housing webpage to include fair housing resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act. • Provide materials in various languages including Chinese, Spanish, Tagalog, and other (appropriate languages). • Provide education to landlords and property managers on requirements to address reasonable accommodation requests • Utilize the Town's various existing media outlets to advertise Fair Housing Information • Conduct Fair Housing workshops and study sessions with the Town Council 	Begin implementation in 2023, with Annual reports beginning in 2024.
Action Area 2. Protecting Existing Residents from Displacement, Providing Strategies that Protect Residents that are Black, Indigenous, and People of Color (BIPOC) Including Residents with Special Needs (Seniors, Persons with Disabilities, and Homeless Persons)				
<p>Protected Groups have disproportionate housing needs including disparities in access to opportunities</p> <p>Disproportionate access to housing for individuals living with special needs</p>	<ol style="list-style-type: none"> 1. Historic discrimination and continued mortgage denials; High housing costs and low wages 2. Need for community revitalization programs and strategies 3. Lack of public investments in 	Improve accessibility to home mortgage loans for protected groups who have high loan denial rates	<p>Action 2.1: (Programs 2.2, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 5.1, 5.2, 5.3, 5.4)</p> <ul style="list-style-type: none"> • Provide down payment assistance to minority households and homebuyer education households by pursuing monies dedicated to providing financial assistance to BIPOC communities • Provide homebuyer education materials in Chinese, Spanish, Tagalog, and other (appropriate languages) • Annual workshops with HEART, HIP Housing, San Mateo Housing Authority, and other organizations that can assist with education and fair housing-related issues 	Starting in 2024, partnering with HEART on an annual basis, providing first-time and low-income buyer education programs, and prioritizing marketing of the programs to BIPOC and special needs community members

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
	<p>4. underprivileged neighborhoods. General lack of affordable housing, particularly in areas with appropriate services and amenities.</p>		<ul style="list-style-type: none"> Work with the San Mateo County Department of Housing to obtain information on anti-displacement programs that addresses tenant's rights and relocation assistance. Utilize this information in annual workshops and study sessions to continue to inform Town residents of existing and new programs. 	
Action Area 3. Enhancing Housing Mobility Strategies and Encouraging New Housing Choices				
<p>Affordable housing is limited and the ability to add affordable housing is constrained by lack of available land</p>	<ol style="list-style-type: none"> 75 percent of Colma's land use is zoned for cemetery use Multifamily zoning does not currently exist Only one available affordable housing complex exists in the Town Design and Development standards are not appropriate for multi-family housing projects 	<ul style="list-style-type: none"> Create land use opportunities for multi-family housing in town Encourage the construction of ADUs and JADUs Encourage the construction of affordable housing throughout the Town 	<p>Action 3.1: (Programs 2.1, 2.2, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9)</p> <ul style="list-style-type: none"> Create Housing Element overlay zone that allows for land use flexibility in commercial zone Develop a proactive outreach program where ADU and JADUs' information is readily available on the Town's website with an annual workshop for ADU development The Town will proactively approach housing developers to encourage the development of opportunity sites and encourage affordable housing on these sites Make appropriate amendments to the Town's zoning code to include multi-family residential zoning districts Develop objective design and development standards that allow high-density and affordable housing projects to be constructed by right Take necessary actions to ensure opportunity sites are vetted for environmental and zoning appropriateness so that high-density and affordable housing projects are reviewed via a streamlined process. Amend the Town's parking standards to include parking alternatives that are less restrictive for high-density and affordable housing projects to be constructed; ensure parking standards meet State Law. 	<p>Housing Element overlay zone will go into effect once adopted and certified by HCD (estimated 2023)</p> <p>Begin ADU/JADU outreach program, workshops in 2023 and continued annually</p> <p>Beginning 2023, staff will proactively identify both for-profit and nonprofit developers, take meetings, and present opportunity sites for future housing development</p>

Figure 8. Evaluation of Previous Housing Element

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
Policy 1: Encourage construction of single family detached homes at all income levels in the Sterling Park residential neighborhood.			
<p>Program 1.1 Manufactured Housing Design Standards. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allows for construction of single-family residences at lower costs, thereby reducing the cost of housing.</p>	<p>In May of 2013 City Council adopted Ordinance No. 720, allowing manufactured homes to be located in a single-family residential zone, provided they are on a permanent foundation, devoid of wheels or axles, meets specified design standards, and established development standards applicable to manufactured homes.</p>	<p>Since adoption of this ordinance in 2013, no requests have been made to construct a manufactured home.</p> <p>This program is continued in the 2023 Housing Element. (see Program 1.1)</p> <p>Modifications to the program include annual outreach, developing objective design standards for manufactured housing in single-family housing zoning designations, and encourage developers to utilize lot split under SB 9.</p>
<p>Program 1.2 General Plan Consistency Review and Annual Report. Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400. Timing: Ongoing Responsibility: Planning Department</p>	<p>Increase awareness of decision-makers of annual progress toward meeting Housing Element Goals.</p>	<p>Continue internal consistency review annually and make reports available to the public.</p>	<p>The Town's General Plan was adopted in March 2022 and the Planning Department continues to annual report housing progress to HCD.</p> <p>This program is continued in the 2023 Housing Element. (See Program 1.2).</p> <p>Modifications to the program include annual internal consistency review and</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			public reporting of the review on the Town's website.
Policy 2: Encourage construction of second dwelling units where appropriate.			
<p>Program 2.1 Second Unit Ordinance. Pursuant to Colma's Zoning Code, second dwelling units are permitted in the "R" Zone, in accordance with state law. Second dwelling units are not permitted in the Sterling Park neighborhood, in order to comply with the maximum density of the 13 units/acre density and to manage parking impacts. Timing: Ongoing Responsibility: Planning Department</p>	<p>To increase the number of second dwelling units; and to encourage the development of second units in areas of the town where they are permitted or conditionally permitted (C and R zones).</p>	<p>Accessory Dwelling Unit (ADU) Ordinance adopted in 2017. The ordinance was amended in 2020 to comply with new state housing laws.</p>	<p>No new second units were constructed under the 2015 Housing Element. This program is effective and will continue in the 2023 Housing Element. (see Program 2.1 and 2.2) Modifications include updating Second Unit Ordinance in 2023, creating outreach materials which include objective design standards for ADU and second units. New ADU program (program 2.2), which includes annual outreach, workshops, and updating ADU ordinance to reflect state law in 2023.</p>
Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.			
<p>Program 3.1 Planned Development Districts and Mixed Use. Pursuant to the Colma Zoning Ordinance, parcels zoned as "Planned Development (PD)" permit a mix of uses, including residential and commercial. Higher density, multi-unit residential developments are permitted in PD zones.</p>	<p>To optimize the use of developable land to maximize the General Plan density of each developable site; and to allow for implementation of Density Bonus</p>	<p>The Planned Development District process is an effective tool in allowing for design flexibility for maximizing unit output. No new Residential Planned Developments were constructed under the 2015 Housing Element.</p>	<p>No new "PD" Districts were established or Mixed Use developments were built in the current cycle. This program will continue in the 2023 Housing Element. (see Program 3.1)</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>PD districts may be established in any R or C zone upon application of a property owner or owners, or upon the initiative of the City Council.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>provisions when appropriate.</p>		<p>Modifications include objective design standards and development standards for "PD" Districts, establish Administrative Approval Process to streamline review of any high-density or mixed-use projects.</p>
<p>Program 3.2 Density Bonus and Inclusionary Housing Provisions</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>To increase the supply of housing units through the use of density bonus provisions.</p>	<p>Evaluation to be completed within one year of Housing Element adoption.</p>	<p>Colma is participating with other jurisdictions in San Mateo County to prepare a joint Nexus study to the support existing ordinance.</p> <p>No new housing units were built using Density Bonus and Inclusionary Housing Provisions.</p> <p>This program is continued in the 2023 Housing Element. (see Program 3.2)</p> <p>Modifications include annual review of State's Density Bonus Law and make amendments to the Town's Density Bonus Ordinance for consistency.</p>
<p>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>To facilitate the development of housing units and affordable housing units in proximity to the BART station.</p>	<p>The Town continues to encourage development near the BART Stations. Due to the recession, no units were built.</p>	<p>No new units were built under the 2015 Housing Element as a result of the economy. This program is continued in the 2023 Housing Element. (see program 3.3)</p> <p>Modifications include removing parking minimums for projects located within .5 mile of high quality transit, annual review</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			of state legislature, updating the Town's ordinance as needed, outreach to property owners regarding new laws, and updating the Zoning Code to reflect changes.
<p>Program 3.4 Planner Responsibility to Promote Affordable Housing and Mixed-Use.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>To assist in the development of affordable units.</p>	<p>Ongoing implementation of existing program.</p> <p>This program and other programs led to Veterans Village to be built during the current housing cycle.</p>	<p>Routine meetings and inquiries with property owners, citizens and developers as they request information about various properties.</p> <p>This program and other programs led to Veterans Village to be built during the current housing cycle. While this program was successful, it will be discontinued in the 2023 Housing Element. The planning department has adopted this practice for every vacant and non-vacant site in town.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.5 Planned Development Zoning Provisions for Larger Lot Development. Timing: Ongoing Responsibility: Planning Department The Town's Planned Development Ordinance provides for residential development proposals that would not be possible under the available conventional zoning. Establishing a PD or 'Planned Development' allows for site-specific constraints to be taken into account when setting the regulations for development, such as design, setback, and parking standards.</p>	<p>To optimize the use of developable land to maximize the General Plan density of each developable site; and to allow for implementation of Density Bonus provisions when appropriate.</p>	<p>None. The Town of Colma only has smaller development sites which are planned to be developed with higher density housing. No opportunities for Planned Development zoning have been presented.</p>	<p>No new units were constructed under the current housing cycle. This program is discontinued in the 2023 Housing Element.</p>
<p>Program 3.6 Ensure No Net Loss of Required Units. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that all units identified in the Housing Element will be built on designated sites or alternative sites.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, prohibiting the density of any multi-family residential site identified in the 2009 Housing Element from being reduced unless (1) the reduction is consistent with the General Plan and (2) the remaining sites are adequate to meet the Town's allocation of the regional housing needs (RHNA).</p>	<p>No new units were built under the 2009 Housing Element as a result of the economy, so this program scenario has not presented itself. This program has been discontinued in the 2015 Housing Element.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.7 Inclusionary Housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>To create new affordable housing units both for rent and for sale.</p>	<p>Nexus Study and Housing Impact Fees adopted 2016.</p> <p>This program and other programs led to Veterans Village to be built during the current housing cycle.</p>	<p>This program is continued in the 2023 Housing Element. (see Program 3.4)</p> <p>Modifications to this program include a Inclusionary Housing Ordinance that requires a development of 5 or more to have 20% affordable units or pay an in-lieu fee. The planning department will also proactively reach out to property owners and developers to utilize Housing Fund.</p>
<p>Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.</p>			
<p>Program 4.1 Reasonable Accommodations Ordinance Enforcement. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that reasonable accommodation is made for individuals to have equal access to housing.</p>	<p>No requests for reasonable accommodation were made during the 2015 Housing Element period.</p>	<p>No requests for reasonable accommodation have been made during the reporting period. In January 2007, the Town adopted an ordinance amending the Colma municipal code which outlines the reasonable accommodation process.</p> <p>This program is modified in the 2023 Housing Element. (see program 4.1)</p> <p>Modifications include Planning Department's responsibility to amend, implement, monitor, and provide information about the municipal zoning code. This department will also confirm</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			<p>that the Town's codes, policies, and procedures will comply with the "reasonable accommodation" for disabled provisions and all fair housing laws. Joint efforts with the Town's ADA Coordinator to obtain guidance on reasonable accommodations' application process.</p>
<p>Program 4.2 Senior Housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>To maintain affordable housing for seniors within the community.</p>	<p>Completed and ongoing.</p>	<p>Through this program the Town maintains and manages Creekside Villas, an 18-unit Senior Housing Complex on El Camino Real. The current rental structure is designed to provide subsidized and affordable units to low-income seniors.</p> <p>This program is effective and will continue in the 2023 Housing Element. (see program 4.2)</p> <p>Modifications include the Planning Department identifying opportunities to expand senior housing in mixed-use and high-density multi-family housing projects.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 4.3 Emergency Shelters. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allowance for an emergency shelter.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, allowing emergency shelters on all properties zoned for commercial use, without a conditional use permit or other discretionary permit, and establishing development standards applicable to emergency shelters (An emergency shelter is housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less).</p>	<p>No requests for an emergency shelter have been made during the 2015 Housing Element period.</p> <p>This program is effective and will continue in the 2023 Housing Element. (see program 4.3)</p> <p>Modifications include working with LifeMoves, updating the Town's website for homeless related assistance, and advising potential developers of emergency shelter and zoning provisions.</p>
<p>Program 4.4 Inform local developers of opportunities to provide transitional and supportive housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allowance for transitional and supportive housing.</p>	<p>Ongoing. Information provided at time of counter interaction.</p>	<p>No dedicated transitional or supportive housing was built in the current housing cycle. Veterans Village does provide housing to formerly homeless veterans and provide supportive services to their residents.</p> <p>This program will not continue in the 2023 Housing Element. Program 4.3 (see Program 4.3) does cover some of the elements in this program.</p>
<p>Program 4.5 Amend the Zoning Code within one year of adoption of the Colma Housing Element to clarify that transitional and supportive housing is considered a residential use of the property, subject only to</p>	<p>Allowance for transitional and supportive housing in residential zones.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, allowing transitional and supportive housing on all properties zoned for residential or commercial use (Transitional housing is rental housing</p>	<p>The Town has amended its zoning code to clarify that the supportive housing is considered a residential use of property. As a result, this program is will not continue in the 2023 Housing Element.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>those restrictions that apply to other residential dwellings of the same type in the same zone. Timing: Ongoing Responsibility: Planning Department</p>		<p>for a set period of time of at least six months and Supportive housing means rental housing with no limit on length of stay, which is linked to certain support services), and establishing development standards applicable to both.</p>	
<p>Program 4.6. Reach out to local service providers of special needs groups to assist in the identification and analysis of constraints to the provision of housing for persons with disabilities. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that equal access and opportunities are provided to persons with disabilities for housing.</p>	<p>During the preparation process of the 2015 Housing Element, the 21 Elements team facilitated a series of panel discussions to solicit input from stakeholders throughout the county on housing issues. Three meetings were held, with focused stakeholder participants, including housing developers, housing advocates and funding providers, and special needs service providers.</p>	<p>This program is effective and continued in the 2023 Housing Element. (see program 4.4) Modifications include identifying existing community-based housing types, outreach to residents who have special needs and local providers can assist with special needs. The Planning Department will assess and implements development standards that support by-right zoning for care facilities and affordable housing for segmented groups.</p>
<p>Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.</p>			
<p>Program 5.1 Knowledgeable Housing Referral. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that referrals can be made to provide equal access to housing.</p>	<p>Information and referrals made during the reporting period to individuals calling or coming into planning department offices. The Colma Planning Department currently retains a listing of major agencies and organizations active in housing related services in nearby cities and a listing of relevant regional, state, and federal</p>	<p>There were no reported violations of fair housing in this cycle. This program is effective and will continue in the 2023 Housing Element. (see Program 5.1)</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
		offices providing project funding and individual assistance.	
<p>Program 5.2 Human Investment Project (HIP) Support. Timing: Ongoing Responsibility: Planning Department</p>	<p>Supports better utilization of existing housing stock and provides affordable housing. It also supports better maintenance of existing housing stock.</p>	<p>The Town supports the Human Investment Project (HIP), which provides affordable housing opportunities to residents of San Mateo County such as a Home Sharing Program for the elderly and roommate referral. Information about HIP is periodically printed in the Town's monthly newsletter.</p>	<p>HIP has attended town events on an annual basis to promote this program. This program is effective and will continue in the 2023 Housing Element. (see Program 5.2)</p>
<p>Program 5.3 Section 8 Rental Assistance. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that information is provided to qualified applicants to provide equal access to housing.</p>	<p>Information is disbursed to the community by the Colma Planning Department. Through this program, the Town actively encourages very-low-income households to apply to the San Mateo Housing Authority for rent subsidies.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 5.3) Modifications includes outreach programs, contacting landlords of multifamily properties in town to educate and inform of program.</p>
<p>Program 5.4 Housing Recordkeeping. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>Through this program a master list of total housing units and the estimated population is maintained by the City Planner and updated annually using building records.</p>	<p>This program will not continue in the 2023 Housing Element as this is a task currently done by the Planning Department.</p>

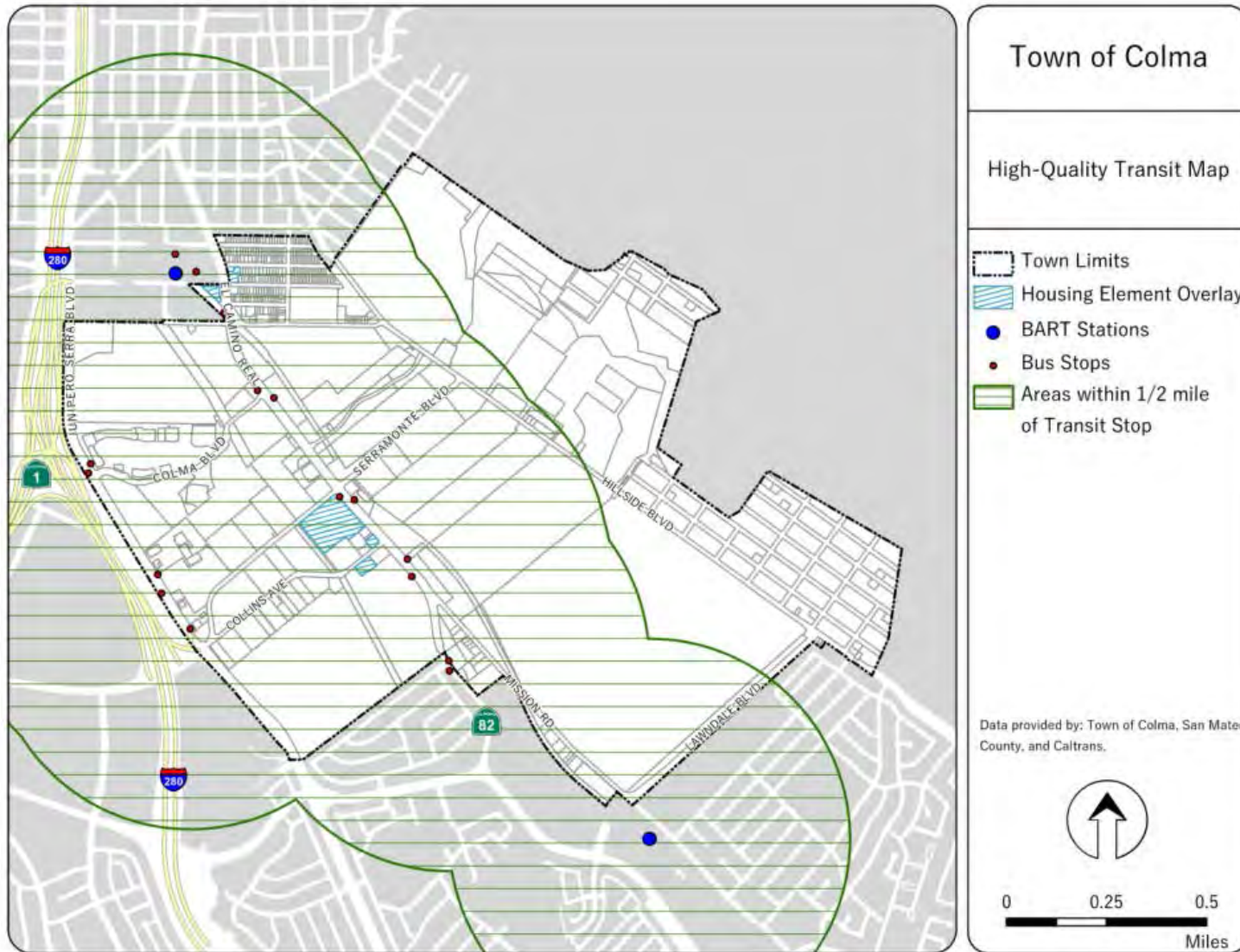
Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 5.5 Address needs of Extremely Low-Income Households.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>To assist developers and property owners in making affordable units available, which, in turn, provides equal housing opportunities.</p>	<p>San Mateo County and 21 Elements organized a affordable housing developer panel in December 2013 that was attended by Colma Staff.</p> <p>As a result, 31 very-low and 34 low housing units were built at Veterans Village.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 5.4)</p> <p>Modifications includes annual meetings with property owners, non-profit developers, and outreach to stakeholders who can assist in the development in affordable units.</p>
<p>Policy 6: Recommended and promote energy conservation in existing and new housing.</p>			
<p>Program 6.1 Greenbuilding Regulations for Residential Uses.</p> <p>Timing: Ongoing Responsibility: Planning Department, Sustainability Team, Building Department</p>	<p>To create new and sustainable residential development</p> <p>To retrofit existing structures to increase efficiency and reduce energy use and cost.</p>	<p>The Town has currently enforces the 2013 state building codes which provide for a high level of efficiency. In addition, the Town is working with PG&E to support their “energy by design” review of building permit plans and rebate program. The Colma Planning Department will continue to evaluate the appropriateness and effectiveness of adopting green building and green landscaping ordinances that have greater energy efficiency standards, as part of a Town effort to address global climate change and energy conservation.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 6.1)</p> <p>Modifications include Sustainability Manager to coordinate with Planning Department to draft reach code for City Council adoption in Q1 2023 and Building Department to enforce reach code requirements in new residential construction.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage. Timing: Ongoing Responsibility: Planning Department, Sustainability Team, Building Department</p>	<p>To create new and sustainable residential development To retrofit existing structures to increase efficiency and reduce energy use and cost.</p>	<p>The Town has provided information to the public on programs to assist in the provision of energy efficiency measures during new construction or as a residential retrofit.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see program 6.2) Modifications include Planning and Building Departments to proactively educate applicants for applicable projects.</p>
<p>Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.</p>			
<p>Program 7.1 "Rebuilding Together Peninsula" Participation. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>No residences were improved in Colma as part of this program during the 2015 Housing Element time period. The Town will continue participation in Rebuilding Together Peninsula as opportunities arise.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 7.1) Modifications includes Town staff to be included in the process.</p>
<p>Program 7.2 Minor Housing Repair Grant Program. Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>The Minor Housing Repair Grant Program remains part of the Town's Municipal Code. The funding program provided grants for repair of minor items such as unsafe walkways and porches, installation of insulation and dual-pane windows and energy-efficient appliances. The grants could also have been used for major repairs such as new roofs or foundation work, and for upgrades and retrofits pertaining to disable access.</p>	<p>This will not continue in the 2023 Housing Element. Many elements of this program is covered in Program 7.1.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
		Although the program is currently not active, largely in part due to promotion of Rebuilding Together programs, the Town will consider reactivation of the program.	
<p>Program 7.3 Neighborhood Improvement (Code Enforcement). Timing: Ongoing Responsibility: Planning Department</p>	To conserve and improve the condition of the existing housing stock.	In September of 2012 City Council adopted an ordinance amending subchapter 2-01 of the Colma Municipal Code, relating to property maintenance and nuisance abatement, to provide for issuance of Administrative Citations and other enforcement tools, and Section 1.05.020 of the Colma Municipal Code, relating to penalties for infractions.	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 7.2)</p> <p>Modifications include Planning Department and Code Enforcement collectively identifying properties who are in violation and seek out funding sources to help with maintenance costs.</p>
<p>Program 7.4 Low-interest loan program for very-low-, low-, and moderate-income homeowners. Timing: Ongoing Responsibility: Planning Department</p>	To conserve and improve the condition of the existing housing stock. To allow low-income homeowners to remain in their homes.	The Town will work to establish a low-interest loan program for rehabilitation of residential properties owned by those with very-low, low, and moderate income.	This program will be discontinued in the 2023 Housing Element.
<p>Program 7.5 Underground Utilities in the Mission Road Corridor. Timing: Ongoing Responsibility: Public Works Department and Planning Department</p>	To make Mission Road more attractive for new residential development.	Added to the 2013-2014 CIP. Will remain on the CIP list The Town will work with PG&E to fund the undergrounding of utilities in the Mission Road corridor.	This program will be discontinued in the 2023 Housing Element.

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 7.6 Nuisance Abatement and Property Maintenance process to Improve Individual Properties and Neighborhood Pride.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>The Town continues its active pursuance of compliance by property owners on laws related to property maintenance permit conditions and construction and zoning codes in order to correct conditions of visual blight and to protect property values.</p>	<p>This program will not continue in the 2023 Housing Element.</p> <p>Programs 7.1,7.2, and 7.3 covers the tasks involved in this program.</p>
<p>Program 7.7 Organize Community Clean Up Days.</p> <p>Timing: Ongoing Responsibility: Planning Department</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	<p>The Town hosts annual clean up days, to promote rehabilitation, renovation and home care. Program may include waste hauling program. The Town provides supplies and organizes volunteers and clean-up projects.</p>	<p>This program is effective and will continue in the 2023 Housing Element. (see Program 7.3)</p> <p>Modifications include outreach by Planning Department and Recreation Department.</p>

Figure 9. High-Quality Transit Buffer and Site Inventory Map



**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

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September 14, 2022

Brian Dossey, City Manager
Town of Colma
1198 El Camino Real
Colma, CA 94014

Dear Brian Dossey:

RE: Town of Colma's 6th Cycle (2023-2031) Draft Housing Element

Thank you for submitting the Town of Colma's (Town) draft housing element received for review on June 16, 2022, with revisions received on September 2, 2022. Pursuant to Government Code section 65585, subdivision (b), the California Department of Housing and Community Development (HCD) is reporting the results of its review. Our review was facilitated by a conversation on August 17, 2022 with you, and the Town's consultants Alvin Jen, Claire Smith, Farhad Mortazavi, and Brad Donohue from CSG Consultants.

The draft element addresses many statutory requirements; however, revisions will be necessary to comply with State Housing Element Law (Article 10.6 of the Gov. Code). The enclosed Appendix describes revisions needed to comply with State Housing Element Law.

For your information, pursuant to Assembly Bill 1398 (Chapter 358, Statutes of 2021), if a local government fails to adopt a compliant housing element within 120 days of the statutory deadline (January 31, 2023), then any rezoning to accommodate the regional housing needs allocation (RHNA), including for lower-income households, shall be completed no later than one year from the statutory deadline. Otherwise, the local government's housing element will no longer comply with State Housing Element Law, and HCD may revoke its finding of substantial compliance pursuant to Government Code section 65585, subdivision (i). Please be aware, if the Town fails to adopt a compliant housing element within one year from the statutory deadline, the element cannot be found in substantial compliance until rezones to accommodate a shortfall of sites pursuant to Government Code section 65583, subdivision (c), paragraph (1), subparagraph (A) and Government Code section 65583.2, subdivision (c) are completed.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the Town should continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate. Please be aware, any revisions to the element must be posted on the local government's website and to email a link to all individuals and organizations that have previously requested notices relating to the local government's housing element at least seven days before submitting to HCD.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant; the Strategic Growth Council and HCD's Affordable Housing and Sustainable Communities programs; and HCD's Permanent Local Housing Allocation consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the Town meets housing element requirements for these and other funding sources.

For your information, some general plan element updates are triggered by housing element adoption. HCD reminds the Town to consider timing provisions and welcomes the opportunity to provide assistance. For information, please see the Technical Advisories issued by the Governor's Office of Planning and Research at: <https://www.opr.ca.gov/planning/general-plan/guidelines.html>.

HCD is committed to assisting the Town in addressing all statutory requirements of State Housing Element Law. If you have any questions or need additional technical assistance, please contact Molivann Phlong, of our staff, at Molivann.Phlong@hcd.ca.gov.

Sincerely,



Melinda Coy
Proactive Housing Accountability Chief

Enclosure

APPENDIX TOWN OF COLMA

The following changes are necessary to bring the Town's housing element into compliance with Article 10.6 of the Government Code. Accompanying each recommended change, we cite the supporting section of the Government Code.

Housing element technical assistance information is available on HCD's website at <https://www.hcd.ca.gov/hcd-memos>. Among other resources, the housing element section contains HCD's latest technical assistance tool, *Building Blocks for Effective Housing Elements (Building Blocks)*, available at <https://www.hcd.ca.gov/building-blocks> and includes the Government Code addressing State Housing Element Law and other resources.

A. Review and Revision

Review the previous element to evaluate the appropriateness, effectiveness, and progress in implementation, and reflect the results of this review in the revised element. (Gov. Code, § 65588 (a) and (b).)

A thorough program-by-program review is necessary to evaluate Town's performance in addressing housing goals. As part of this analysis, the element should describe how the goals, policies and programs of the updated element incorporates what has been learned from the results of the previous element. This information and analysis provide the basis for developing a more effective housing program. While many programs were identified as being effective last cycle and will continue without modification, the metrics indicated that the programs were not implemented. The element must state how the programs will be revised to be more effective.

In addition, as part of the evaluation of programs in the past cycle, the element must provide an explanation of the effectiveness of goals, policies, and related actions in meeting the housing needs of special needs populations (e.g., elderly, persons with disabilities, large households, female-headed households, farmworkers and persons experiencing homelessness).

B. Housing Needs, Resources, and Constraints

1. *Affirmatively further[ing] fair housing in accordance with Chapter 15 (commencing with Section 8899.50) of Division 1 of Title 2...shall include an assessment of fair housing in the jurisdiction (Gov. Code, § 65583, subd. (c)(10)(A))*

Fair Housing Enforcement and Outreach: The element must include the Town's ability to provide enforcement and outreach capacity, such as the Town's ability to investigate complaints, obtain remedies, or the Town's ability to engage in fair housing testing. The analysis should also clarify if the Town provides fair housing information in a variety of languages. While the element currently states that no fair housing complaints were

filed in the Town of Colma between the years 2017-2021, it also states that outreach could be improved. A program should be added to address needed improvements and provide fair housing outreach throughout the planning period. In addition, the appendix lists many fair housing laws but does not state how the Town complies with those law. If the Town does not currently comply, a program should be added to address this need.

Integration and Segregation: The element includes some data on integration and segregation at the regional and local level; however, additional information is needed. The analysis of race and ethnicity must describe regional trends and patterns over time. While the element included data in a chart in Appendix B1, it should analyze the data provided. In addition, as the Town is in one census tract, the element must supplement this analysis with local knowledge on patterns and geographic trends within the Town. Lastly, the household income graphs demonstrated a significantly higher poverty rate for African Americans in comparison to other ethnicities within the Town, an analysis and program should be added as needed.

Access to Opportunity: While the element provides some information on the access to opportunity, the element must include further analysis on access to economic opportunity and the environment. For example, the element states that the Town scores relatively low on economic access compared to surrounding jurisdictions, the element should include a regional analysis for access to jobs beyond the summary sentence. While the element includes a local analysis in relation to environmental access to opportunity, a regional analysis must also be included.

Disproportionate Housing Needs and Displacement Risk: The element includes some data on overcrowding, homelessness, and cost-burdened households. While it states that there is potential concentration of cost burden, the element should describe what contributes to the concentration in the identified areas as well as include a regional analysis. The section analyzing homelessness includes data on the regional homeless population but should also include data on the number of homeless individuals in the Town of Colma. The section analyzing displacement should further expand on local analysis regarding vulnerability to displacement as well as potential displacement due to the San Andreas Fault.

Contributing Factors: While the element provided a list of contributing factors, they must also be prioritized and tied to fair housing issues and programs. Contributing factors create, contribute to, perpetuate, or increase the severity of fair housing issues and are fundamental to adequate goals and actions. The analysis shall result in strategic approaches to inform and connect goals and actions to mitigate contributing factors to affordable housing.

Site Inventory: The element must include an analysis demonstrating whether sites identified to meet the regional housing needs allocation (RHNA) are distributed throughout the community in a manner that affirmatively furthers fair housing. A full analysis should address the income categories of identified sites with respect to location, the number of sites and units by all income groups and how that effects the existing patterns for all components of the assessment of fair housing (e.g.,

segregation and integration, access to opportunity). The element should also discuss whether the distribution of sites improves or exacerbates conditions. If sites exacerbate conditions, the element should identify further program actions that will be taken to mitigate this (e.g., anti-displacement strategies).

Goals, Priorities, Metrics, and Milestones: Goals and actions must significantly seek to overcome contributing factors to fair housing issues. Currently, the element includes an Affirmatively Furthering Fair Housing (AFFH) Action Plan separate from the element's policies and programs. If action is being taken on the AFFH Action Plan, this must also be included in the programs section. Programs also need to be based on identified contributing factors, be significant and meaningful. The element must add, and revise programs based on a complete analysis and listing and prioritization of contributing factors to fair housing issues. Furthermore, the element must include metrics and milestones for evaluating progress on programs, actions, and fair housing results.

In addition, the Action Plan identified an objective for Action 1.1 which would provide down payment assistance. However, the element must include specific metrics and milestones and specify what providing homebuyer education entails. For Action 2.1 in the Action Plan, the element could include stronger metrics to evaluate the progress of this action prior to 2029 or by including objectives midpoint in the planning period. For more information, please see HCD's guidance at <https://www.hcd.ca.gov/affirmatively-furthering-fair-housing>.

2. *Include an analysis and documentation of household characteristics, including level of payment compared to ability to pay, housing characteristics, including overcrowding, and housing stock condition. (Gov. Code, § 65583, subd. (a)(2).)*

Overpayment: While the element identifies the total number of overpaying households, it must quantify and analyze the number of overpaying households by tenure (i.e., renter and owner) and the lower-income households paying more than 30 percent of their income on housing.

Extremely Low-Income Households: The element must quantify projected extremely low-income (ELI) households and analyze their housing needs. The analysis of ELI housing needs could consider tenure and rates of overcrowding and overpayment. For additional information, see the Building Blocks at <https://www.hcd.ca.gov/extremely-low-income-housing-needs>.

Vacancy Rate: While the element provides the overall vacancy rate, it must quantify and analyze the vacancy rate by tenure (i.e., renter and owner).

Housing Stock Conditions: The element identifies the age of the housing stock. However, it must include analysis of the condition of the existing housing stock and estimate the number of units in need of rehabilitation and replacement. For example, the analysis could include estimates from a recent windshield survey or sampling, estimates from the code enforcement agency, or information from knowledgeable builders/developers, including non-profit housing developers or organizations. For additional information, see the Building Blocks at <https://www.hcd.ca.gov/housing-stock-characteristics>.

3. *An inventory of land suitable and available for residential development, including vacant sites and sites having realistic and demonstrated potential for redevelopment during the planning period to meet the locality's housing need for a designated income level, and an analysis of the relationship of zoning and public facilities and services to these sites. (Gov. Code, § 65583, subd. (a)(3).)*

The Town has a RHNA of 202 housing units, of which 69 are for lower-income households. To address this need, the element relies on vacant sites, nonvacant sites, and nonresidential sites that allow residential uses. To demonstrate the adequacy of these sites and strategies to accommodate the Town's RHNA, the element must include complete analyses:

Sites Inventory: The element must list sites by each property's general plan and zoning designation, describing existing uses for any nonvacant sites and include a calculation of the realistic capacity of each site. While the element includes most requirements, the inventory must list whether each site is vacant or nonvacant, whether it has been identified in the 4th or 5th cycle planning period, as well as the general plan and zoning designations. For additional information and sample sites inventory, see the Building Blocks at <https://www.hcd.ca.gov/inventory-of-suitable-land>.

Pursuant to Government Code section 65583.3, subdivision (b), the Town must utilize standards, forms, and definitions adopted by HCD when preparing the sites inventory. Please see HCD's housing element webpage at <https://www.hcd.ca.gov/housing-elements-hcd> or a copy of the form and instructions. The Town can reach out to HCD at sitesinventory@hcd.ca.gov for technical assistance. Please note, upon adoption of the housing element, the Town must submit an electronic version of the sites inventory with its adopted housing element to sitesinventory@hcd.ca.gov.

Realistic Capacity: While the element provides assumptions of buildout for sites included in the inventory, it must also provide support for these assumptions. For example, the element should demonstrate what specific trends, factors, and other evidence led to the assumptions. The estimate of the number of units for each site must be adjusted as necessary, based on the land use controls and site improvements, typical densities of existing or approved residential developments at a similar affordability level in that jurisdiction, and on the current or planned availability and accessibility of sufficient water, sewer, and dry utilities. The element also needs to analyze the likelihood that the identified units will be developed as noted in the inventory in zones that allow nonresidential uses (e.g., mixed-use). This analysis should consider whether the mixed-use zone allows for 100 percent commercial or residential development and the likelihood of nonresidential development, performance standards, and development trends supporting residential development. For additional information, see the Building Blocks at <https://www.hcd.ca.gov/analysis-of-sites-and-zoning>.

Suitability of Nonvacant Sites: While the element identifies nonvacant sites to accommodate the regional housing need for lower-income households, it provides little description of the potential for redevelopment. The element must further describe the methodology used to determine the additional development potential within the planning period. The methodology must consider factors including the extent to which

existing uses may impede additional residential development, development trends, market conditions, any existing leases or other contracts that would perpetuate the existing use or prevent redevelopment of the site for additional residential development, and regulatory or other incentives or standards to encourage additional residential development on these sites. (Gov. Code, § 65583.2, subd. (g).) For sites with residential uses, the inventory could also describe structural conditions or other circumstances and trends demonstrating the redevelopment potential to more intense residential uses. For nonresidential sites, the inventory could also describe whether the use is operating, marginal or discontinued, and the condition of the structure or could describe any expressed interest in redevelopment. The element must also address whether the identified environmental and topographical constraints were considered in the suitability of the sites. In addition, the element must provide an analysis of the nonvacant parking lot site listed as an “additional site” on page H-59.

In addition, if the housing element relies upon nonvacant sites to accommodate more than 50 percent of the RHNA for lower-income households, the housing element must demonstrate that the existing use is not an impediment to additional residential development in the planning period. (Gov. Code, § 65583.2, subd. (g)(2).) This can be demonstrated by providing substantial evidence that the existing use is likely to be discontinued during the planning period (Gov. Code, § 65583.2, subd. (g)(2). Absent findings (e.g., adoption resolution) based on substantial evidence, the existing uses will be presumed to impede additional residential development and will not be utilized toward demonstrating adequate sites to accommodate the RHNA.

Planned Development Permit: The element indicates that a Planned Development (PD) permit is the best way to develop the sites identified in the inventory. However, it must describe and analyze the permit processing procedures impacts as potential constraints on housing supply and affordability, particularly for residential development affordable to lower-income households. The analysis must address whether the sites can develop at assumed capacity with the base zone, or whether a PD is required to develop at assumed capacity. In addition, the element must address the findings and approval procedures for a PD permit and whether it is discretionary, or a constraint on multifamily development. For additional information, see the *Building Blocks* at <https://www.hcd.ca.gov/processing-permitting-procedures>.

Suitability and Availability of Infrastructure: While the element describes water and sewer infrastructure for some sites, it must demonstrate sufficient water and sewer capacity for all sites. The element must also demonstrate sufficient existing or planned dry utilities supply capacity, including the availability and access to distribution facilities to accommodate the Town’s regional housing need for the planning period (Gov. Code, § 65583.2, subd. (b).). For additional information, see the Building Blocks at <http://www.hcd.ca.gov/community-development/building-blocks/site-inventory-analysis/analysis-of-sites-and-zoning.shtml#environmental>.

Sites with Zoning for a Variety of Housing Types:

- Multifamily Zoning: While the element appears to indicate that multifamily developments of up to 6 units is allowed in the R Zone and C Zone with a

Conditional Use Permit (CUP), the element must describe zoning that allows for projects greater than six units. In addition, the element must analyze the CUP requirement for multifamily as a potential constraint on housing supply and affordability. The analysis should identify findings of approval for the CUP and their potential impact on development approval certainty, timing, and cost. The element must demonstrate this process is not a constraint or it. For additional information, see the *Building Blocks* at <https://www.hcd.ca.gov/processing-permitting-procedures>.

- Emergency Shelters: Program 4.3 allows for an emergency shelter in the Commercial (C) district. However, the element must demonstrate permit processing, development, and management standards are objective and encourage and facilitate the development of, or conversion to, emergency shelters or include a program to do so. In addition, emergency shelters must only be subject to the same development and management standards that apply to residential or commercial development within the same zone except for those standards prescribed by statute. Also, the element must analyze policies and procedures to accommodate Low Barrier Navigation Centers pursuant to AB 101. For additional information, see the *Building Blocks* at <https://www.hcd.ca.gov/zoning-for-a-variety-of-housing-types> and HCD's SB 2 memo at http://www.hcd.ca.gov/community-development/housing-element/housing-element-memos/docs/sb2_memo050708.pdf.
- Transitional and Supportive Housing: Transitional housing and supportive housing must be permitted as a residential use in all zones allowing residential uses and only subject to those restrictions that apply to other residential dwellings of the same type in the same zone. (Gov. Code, § 65583, subd. (c)(3).) The element must describe and analyze the Town's transitional and supportive housing standards and codes and demonstrate consistency with Section 65583(c)(3) or add or revise programs which comply with the statutory requirements. In addition, the element must have policies and procedures to accommodate AB 2162. The element should also describe the Town's procedure for complying with Government Code section 65651, subdivision. Section 65651 requires jurisdictions to allow supportive housing by right in zones allowing multifamily housing, including mixed-use and nonresidential zones when the development meets certain requirements.
- Single Room Occupancy (SRO) Units: SROs are an important housing type for extremely low-income households. The element must address where the zoning code allows for SROs.
- Housing for Farmworkers: The element must identify sufficient sites to accommodate the need for farmworker housing and include an analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for agricultural employees, permanent and seasonal. For example, the analysis could describe zoning available to accommodate various housing types, such as manufactured homes, apartments, boarding houses, or single-room occupancy units, to address the needs of farmworkers. In addition, the element must demonstrate the zoning is consistent with the Employee Housing Act (Health and Safety Code, § 17000 et seq.), specifically, sections 17021.5 and 17021.6. Section 17021.5 requires employee housing for six or fewer employees to be treated as a single-family structure and permitted in the same manner as other dwellings of the same type in the same zone. Section 17021.6 requires employee housing consisting

of no more than 12 units or 36 beds to be permitted in the same manner as other agricultural uses in the same zone. For additional information and sample analysis, see the Building Blocks at <https://www.hcd.ca.gov/farmworkers>.

4. *An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the types of housing identified in paragraph (1) of subdivision (c), and for persons with disabilities as identified in the analysis pursuant to paragraph (7), including land use controls, building codes and their enforcement, site improvements, fees and other exactions required of developers, and local processing and permit procedures. The analysis shall also demonstrate local efforts to remove governmental constraints that hinder the locality from meeting its share of the regional housing need in accordance with Government Code section 65584 and from meeting the need for housing for persons with disabilities, supportive housing, transitional housing, and emergency shelters identified pursuant to paragraph (7). (Gov. Code, § 65583, subd. (a)(5).)*

Land-Use Controls: The element must identify and analyze all relevant land use controls impacts as potential constraints on a variety of housing types (e.g., multifamily rental housing, mobilehomes, transitional housing). The analysis must also evaluate the cumulative impacts of land use controls on the cost and supply of housing, including the ability to achieve maximum densities and cost and supply of housing. The analysis should also describe past or current efforts to remove identified governmental constraints. The element must also address whether three stories are possible within the 36-foot height limit in the R and C zones and whether garages are required within the front setback. The element should include programs to address or remove the identified constraints. In addition, the element must describe what uses are allowed in each zone, including the mixed-use zone and the commercial overlay.

Parking: The element states that 1.5 parking spaces are required for studio and one-bedroom units. The element also states that the PD process could be utilized to remove the potential constraint. Requiring a discretionary process to remove an identified constraint should be addressed and the element should include a program to address the parking requirements.

Zoning and Fees Transparency: The element must clarify its compliance with new transparency requirements for posting all zoning and development standards as well as inclusionary requirements for each parcel on the jurisdiction's website pursuant to Government Code section 65940.1(a)(1).

Fees and Exaction: While the element describes some fees, it must describe all required fees for single family and multifamily housing development, including impact fees, and analyze their impact as potential constraints on housing supply and affordability. The element also demonstrates that fees for multifamily developments are significantly higher than single-family fees on a per unit basis. The element must include a program to address this constraint.

Local Processing and Permit Procedures: While the element describes some of the use permit procedures, it must further describe and analyze the Town's permit processing and approval procedures by zone and housing type (e.g., multifamily rental housing, mobilehomes, housing for agricultural employees, supportive housing). The analysis must evaluate the processing and permit procedures' impacts as potential constraints on housing supply and affordability. For example, the analysis should consider processing and approval procedures and time for typical single- and multi-family developments, including type of permit, level of review, approval findings and any discretionary approval procedures. The element should describe the average processing time for both single and multifamily developments. In addition, as stated above the element must also describe and analyze the findings and approval procedures for a conditional use permit for multifamily projects and planned development process for development of sites. In addition, the element should describe the development standards for mixed-use zones. Lastly, the element must describe its streamlined, ministerial approval process pursuant to SB 35. For additional information and sample analysis, see the Building Blocks at <https://www.hcd.ca.gov/processing-permitting-procedures>.

Inclusionary Housing: The element must further describe and analyze the inclusionary housing requirements and their impacts as potential constraints on the development of housing for all income levels, specifically on housing supply and affordability. The analysis must evaluate the inclusionary policy's implementation framework, including levels of mandated affordability and the types of options and incentives offered to encourage and facilitate compliance with the inclusionary requirements. For rental inclusionary housing provisions, the analysis should demonstrate consistency with requirements of Government Code section 65680 (g) which requires provision of alternative means of compliance that may include, but are not limited to, in-lieu fees, land dedication, off-site construction, or acquisition and rehabilitation of existing units. The Town could engage the development community to facilitate this analysis.

Design Review: The element must describe and analyze the design review guidelines and process, including approval procedures and decision-making criteria, for their impact as potential constraints on housing supply and affordability. For example, the analysis could describe required findings and discuss whether objective standards and guidelines improve development certainty and mitigate cost impacts. The element must demonstrate this process is not a constraint or it must include a program to address this permitting requirement, as appropriate.

Current Density Bonus: The Town's current density bonus ordinance should be reviewed for compliance with current state density bonus law. (Gov. Code, § 65915.) A copy of the current law is available on HCD's website at http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=65915&lawCode=GOV. For additional information and a sample ordinance, see the Building Blocks at <https://www.hcd.ca.gov/assist-in-the-development-of-housing>.

Constraints on Housing for Persons with Disabilities: The element must include an analysis of zoning, development standards, building codes, and process and permit procedures as potential constraints on housing for persons with disabilities. For example, the analysis must describe any zoning code definitions of family and any spacing or concentration requirements for housing for persons with disabilities. The element must also describe and demonstrate the Town has a reasonable accommodation process and procedure for providing exception in zoning and land use or include a program to do so. (Gov. Code, § 65583, subd. (c)(1)(3).) For additional information and sample analysis, see the Building Blocks at <https://www.hcd.ca.gov/constraints-for-people-with-disabilities>.

In addition, the element must describe and analyze whether residential care facilities serving six or fewer persons are permitted in all residential zones. The element must also describe and analyze the process for residential care facilities serving seven or more persons. As a potential constraint on housing for persons with disabilities, the element should add or modify programs as appropriate to ensure zoning permits group homes objectively with approval certainty.

Local Ordinances: The element must further specifically analyze locally adopted ordinances, such as but not limited to, inclusionary ordinances or short-term rental ordinances, that directly impact the cost and supply of residential development.

Water Sewer Priority: For your information, water and sewer service providers must establish specific procedures to grant priority water and sewer service to developments with units affordable to lower-income households. (Gov. Code, § 65589.7.) Local governments are required to immediately deliver the housing element to water and sewer service providers. HCD recommends including a cover memo describing the Town's housing element, including the Town's housing needs and regional housing need. For additional information and sample cover memo, see the Building Blocks at <https://www.hcd.ca.gov/priority-for-water-and-sewer>.

5. *An analysis of potential and actual nongovernmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the availability of financing, the price of land, the cost of construction, the requests to develop housing at densities below those anticipated in the analysis required by subdivision (c) of Government Code section 65583.2, and the length of time between receiving approval for a housing development and submittal of an application for building permits for that housing development that hinder the construction of a locality's share of the regional housing need in accordance with Government Code section 65584. The analysis shall also demonstrate local efforts to remove nongovernmental constraints that create a gap between the locality's planning for the development of housing for all income levels and the construction of that housing. (Gov. Code, § 65583, subd. (a)(6).)*

The element must describe and analyze the availability of financing, the price of land, and cost of construction as a potential constraint on housing production. When analyzing the availability of financing, the element could consider other relevant factors such as down payment assistance to lower-income households and homeowner association fees. For additional information, see the Building Blocks at: <https://www.hcd.ca.gov/projected-housing-needs-rhna>.

Developed Densities and Permit Times: The element must be revised to include analysis of requests to develop housing at densities below those anticipated, and the length of time between receiving approval for a housing development and submittal of an application for building permits that potentially hinder the construction of a locality's share of the regional housing need.

C. Housing Programs

1. *Include a program which sets forth a schedule of actions during the planning period, each with a timeline for implementation, which may recognize that certain programs are ongoing, such that there will be beneficial impacts of the programs within the planning period, that the local government is undertaking or intends to undertake to implement the policies and achieve the goals and objectives of the Housing Element through the administration of land use and development controls, the provision of regulatory concessions and incentives, and the utilization of appropriate federal and state financing and subsidy programs when available. The program shall include an identification of the agencies and officials responsible for the implementation of the various actions. (Gov. Code, § 65583, subd. (c).)*

Programs must demonstrate that they will have a beneficial impact within the planning period. Beneficial impact means specific commitment to deliverables, measurable metrics or objectives, definitive deadlines, dates, or benchmarks for implementation. Deliverables should occur early in the planning period to ensure actual housing outcomes. To address the program requirements of Government Code section 65583, subdivision (c)(1-6), and to facilitate implementation, all programs should be evaluated to ensure inclusion of the following:

- a description of the Town's specific role in Implementation.
- definitive implementation timelines.
- objectives, quantified where appropriate.
- identification of responsible agencies and officials.
- programs containing unclear language (e.g., "Evaluate"; "Consider"; "Encourage"; etc.) should be amended to include more specific and measurable actions.

Programs to be revised include the following:

- Program 1.1 (Manufactured Housing Design Standards): The program must clearly include an action to complete as well as proactive outreach.
- Program 2.2 (Accessory Dwelling Units (ADU)): The program must be revised to describe how often outreach will occur. In addition, the program states that incentives will be provided if ADU assumptions are not met, but the element does not include any ADU assumptions. The program must clarify what incentives will be implemented as well as the timing of the survey and outreach materials.
- Program 3.2 (Density Bonus Provisions for Affordable Housing): The program must clarify whether the Town's density bonus ordinance is currently compliant with state law. If the ordinance was last updated in 2005, the program must commit to updating the density bonus ordinance for compliance with state law within one year of the start of the planning period.
- Program 3.3 (High-Density Housing Near Colma and South San Francisco BART Stations): This program must clarify implementation and timing of the actions.
- Program 3.4 (Planner Responsibility to Promote Affordable Housing and Mixed-Use): This program should include proactive outreach and list potential incentives. The program should also clarify the implementation action.
- Program 3.5 (Planned Development Zoning Provisions for Single Family Attached Development): This program should clarify the purpose and action of the program.
- Program 3.7 (Inclusionary Housing): This program should clarify the implementation action as well as the timing of implementation.
- Program 3.8 (Development Agreement): This program must clarify when public benefits are required, as well as whether the requirements are currently in place or need to be implemented. If the requirements are not currently in place, the program must include timing to implement the requirements.
- Program 3.9 (Funding District): The program must clarify the action as well as whether additional fees will be added.
- Program 4.1 (Reasonable Accommodations Ordinance Public Information, Ordinance Amendment and Monitoring): This program must include specific timing for implementation.
- Program 4.2 (Senior Housing): This program should include preservation of at-risk properties. The program must also include a specific implementation action as well as timing for implementation.
- Program 4.3 (Emergency Shelters): This program must clarify what will be implemented. In addition, it must clarify whether the description of emergency shelters is already in place or needs to be implemented.
- Program 4.4 (Inform Local Developers of Opportunities to Provide Transitional and Supportive Housing): The element must clarify what the implementation action is regarding transitional and supportive housing. If the Town does not comply with state law for transitional and supportive housing, this program must

be implemented within the first year of the planning period. In addition, the program should include timing of outreach.

- Program 4.5 (Transitional and Supportive Housing): The program must clarify the implementation action and timing.
- Program 4.6 (Reach Out to Local Service Providers): The program should state when the program will be developed and how often outreach will occur. The program should also clarify what actions will be taken.
- Program 5.1 (Knowledgeable Housing Referral): The program should include specific actions, implementation timing, and proactive outreach.
- Program 5.2 (Human Investment Project Support): This program should include specific timing for proactive outreach.
- Program 5.3 (Section 8 Rental Assistance): This program should include timing of how often outreach will occur.
- Program 5.4 (Housing Recordkeeping): The program must clarify the action as well as whether units will be surveyed for condition.
- Program 5.5 (Address needs of Extremely Low-Income Households): The program should include an implementation of actions or results after the identified meetings.
- Program 6.1 (Greenbuilding Regulations for Residential Uses): This program should be revised to implement after the study is completed. The program must also clarify when the study will be completed.
- Program 6.2 (Encourage Use of Energy Conservation Measures): This program should include proactive outreach and timing for outreach.
- Program 7.1 (Rebuilding Together Peninsula): This program should clarify how often it will be implemented during the planning period.
- Program 7.2 (Neighborhood Improvement): This program should include timing for what will be considered. In addition, the program must clarify whether it includes a crime free ordinance. If so, it should be analyzed as a constraint on fair housing. The program should also clarify what action is being implemented if the element states that it is complete.

2. *Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory completed pursuant to paragraph (3) of subdivision (a) without rezoning, and to comply with the requirements of Government Code section 65584.09. Sites shall be identified as needed to facilitate and encourage the development of a variety of types of housing for all income levels, including multifamily rental housing, factory-built housing, mobilehomes, housing for agricultural employees, supportive housing, single-room occupancy units, emergency shelters, and transitional housing. (Gov. Code, § 65583, subd. (c)(1).)*

As noted in Finding B3, the element does not include a complete site analysis, therefore, the adequacy of sites and zoning were not established. Based on the results of a complete sites inventory and analysis, the Town may need to add or revise

programs to address a shortfall of sites or zoning available to encourage a variety of housing types. In addition, the element should be revised as follows:

Program 3.1 (Planned Development Districts and Mixed Use) and 3.6 (Ensure No Net Loss of Required Units): These programs must clarify whether they are rezone programs for identified sites. If a rezone is required, the program must include a program(s) to identify sites with appropriate zoning to accommodate the regional housing need within the planning period. (Gov. Code, § 65583.2, subd. (h) and (i).). If a rezone is not needed to accommodate the RHNA, the program must clarify the implementation component of this program. In addition, Program 3.6 must clarify which three sites it applies to as well as timing of implementation.

Previously Identified Nonvacant and Vacant Sites: If nonvacant sites identified in a prior adopted housing element or vacant sites identified in two or more consecutive planning periods, the sites are inadequate to accommodate housing for lower-income households unless:

- The site's current zoning is appropriate for the development of housing affordable to lower-income households by either including analysis or meeting the appropriate density. See Government Code section 65583.2, subdivision (c)(3), and
- The site is subject to a housing element program that requires rezoning within three years of the beginning of the planning period to allow residential use by right for housing developments in which at least 20 percent of the units are affordable to lower income households (Gov. Code, § 65583.2, subd. (c).).

Replacement Housing Requirements: If the sites inventory identifies sites with existing residential uses, it must identify whether they are affordable to lower-income households or describe whether the additional residential development on the site requires the demolition of the existing residential use. For nonvacant sites with existing, vacated, or demolished residential uses and occupied by, or subject to an affordability requirement for, lower-income households within the last five years there must be a replacement housing program for units affordable to lower-income households (Gov. Code, § 65583.2, subd. (g)(3)). Absent a replacement housing program, these sites are not adequate sites to accommodate lower-income households. The replacement housing program has the same requirements as set forth in Government Code section. 65915, subdivision (c)(3). The housing element must be revised to include such analysis and a program, if necessary.

Accessory Dwelling Units: While the element includes Program 2.1 (Second Unit Ordinance), the program must be revised to allow ADUs consistently with state law.

3. *The Housing Element shall contain programs which assist in the development of adequate housing to meet the needs of extremely low-, very low-, low- and moderate-income households. (Gov. Code, § 65583, subd. (c)(2).)*

The element must include a program(s) with specific actions and timelines to assist in the development of housing for extremely low-income (ELI) households. While the element includes Program 5.5 to meet with property owners and non-profit builders, it

is unclear how this program will result in the development of housing for ELI households. The program should specify the specific actions and outcomes and could further commit the City to adopting priority processing, granting fee waivers or deferrals, modifying development standards, granting concessions and incentives for housing developments that include units affordable to extremely low-income households; assisting, supporting or pursuing funding applications; and outreach and coordination with affordable housing developers. In addition, the element must include a program(s) to address the Town's special needs populations. The program should include specific actions to assist housing for persons with special needs (e.g., farmworkers, homeless, and persons with disabilities, including developmental disabilities).

4. *Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities. The program shall remove constraints to, and provide reasonable accommodations for housing designed for, intended for occupancy by, or with supportive services for, persons with disabilities. (Gov. Code, § 65583, subd. (c)(3).)*

As noted in Findings B4 and B5, the element requires a complete analysis of potential governmental and nongovernmental constraints. Depending upon the results of that analysis, the Town may need to revise or add programs and address and remove or mitigate any identified constraints.

Program to Mitigate Nongovernmental Constraints: The element must be revised to include a program that mitigates nongovernmental constraints that create a gap in the jurisdiction's ability to meet RHNA by income category (Gov. Code, § 65583.2, subd. (c)(3).).

5. *The Housing Element shall include programs to conserve and improve the condition of the existing affordable housing stock. (Gov. Code, § 65583, subd. (c)(4).)*

The element must include a program(s) to conserve and improve the condition of the existing stock, which may include addressing the loss of dwelling units. A program could provide grants for substantial rehabilitation, provide matching grants for homeowner improvements, or implement proactive code enforcement program. For additional information and a sample program, see the *Building Blocks*' at <https://www.hcd.ca.gov/improve-and-serve-the-existing-housing-stock>.

6. *Promote and affirmatively further fair housing opportunities and promote housing throughout the community or communities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability, and other characteristics protected by the California Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3 of Title 2), Section 65008, and any other state and federal fair housing and planning law. (Gov. Code, § 65583, subd. (c)(5).)*

The element must include actions that promote AFFH opportunities as stated in Finding B1. For example, the element could include a program committing to

implement Government Code section 8899.50, subdivision (b) which requires the City to administer its programs and activities relating to housing and community development in a manner to AFFH and take no action that is materially inconsistent with its obligation to AFFH. Programs should address enhancing housing mobility strategies; encouraging development of new affordable housing in high resource areas; improving place-based strategies to encourage community conservation and revitalization, including preservation of existing affordable housing; and protecting existing residents from displacement. The programs should also include metrics and milestones for evaluating progress on programs, actions, and fair housing results.

D. Quantified Objectives

Establish the number of housing units, by income level, that can be constructed, rehabilitated, and conserved over a five-year time frame. (Gov. Code, § 65583, subd. (b)(1 & 2).)

The element must include quantified objectives to establish an estimate of housing units by income category that can be constructed, rehabilitated, and conserved over the planning period. While the element includes these objectives by income group for very low-, low-, moderate- and above-moderate income, the element must also include objectives for extremely low-income households. In addition, the element must include objectives for rehabilitation as well as conservation/preservation.

E. Public Participation

Local governments shall make a diligent effort to achieve public participation of all economic segments of the community in the development of the Housing Element, and the element shall describe this effort. (Gov. Code, § 65583, subd.(c)(9).)

While the element includes a summary of the public participation process, it must also describe how public comments were considered and incorporated into the element.

F. Consistency with General Plan

The housing element shall describe the means by which consistency will be achieved with other general plan elements and community goals. (Gov. Code, § 65583, subd. (c)(7).)

The housing element affects a locality's policies for growth and residential land uses. The goals, policies and objectives of an updated housing element may conflict with those of the land-use, circulation, open space elements as well as zoning and redevelopment plans. The general plan is required to be "internally consistent." As part of the housing element update, the Town should review the general plan to ensure internal consistency is maintained. In addition, The Town should consider an internal consistency review as part of its annual general plan implementation report required under Government Code section 65400.





Legal Battle in the Future for Santa Monica Following 'Builder's Remedy' Debacle?

City Council members Phil Brock, Christine Parra and Oscar de la Torre have put forward an agenda item to address “residents’ concerns’

By Dolores Quintana

The issue of the 16 'Builder's Remedy' applications that were filed during the time period when Santa Monica's Housing Element was rejected by the State of California may turn into a legal battle as reported by [The Real Deal.com](#).

Doug Sloan, the Santa Monica city attorney, said, as quoted by The Real Deal.com “We did engage outside counsel. It's important to realize that, when looking at this builder's remedy issue and the Housing Element law, the rules were not always very clear, and it was somewhat of a moving target from the state.” during a Santa Monica City Council meeting.

Sloan explained, as quoted by The Real Deal.com “I don't think over the last 18 months the council or staff could have done anything differently to avoid being where we are.” in response to a new motion regarding the Builder's Remedy applications.

City Council members Phil Brock, Christine Parra and Oscar de la Torre have put forward an agenda item to address “residents’ concerns’ about the permits and urged the council to “hire appropriate outside legal counsel”

Neither Sloan nor Brock responded to requests for comment on the matter, but during the City Council meeting Brock stated that one Builder's Remedy application that was automatically approved for a 15 story building was, “beyond the pale” and “an unacceptable bar for the rest of the city.”

Sloan has apparently dropped hints about what the City Council may adopt as a legal strategy in the attempt to squash the Builder's Remedy applications. The 16 approved applications were submitted between February and October 14 of 2022 while Santa Monica's Housing Element was not in compliance with state mandates. Sloan plans to argue that the date of compliance should be earlier, starting in early September of 2022 when the City Council sent a letter to the state agency informing them that the new version of Santa Monica's Housing Element was "substantially in compliance" and if the City Council approved it.

The new version of the Housing Element was accepted by the Santa Monica City Council on October 11 and the approved plan was certified by the state agency days later.

Sloan said, as quoted by The Real Deal.com, "We will be making a good argument that... that was really the cutoff. And so, some of these builder's remedy applications we received after that we may not have to treat that way."

While it is not known if this legal strategy will actually work, the legality of applications that are approved by the Builder's Remedy process has not been settled in the courts. According to state law, certification happens when the final version of the Housing Element is submitted and Santa Monica's Housing Element was still in draft form in early September and was revised in the time period between the letter and final adoption of the Element by the Santa Monica City Council.

WSC Communities lawyer Dave Rand said, during an interview, "My hope is that the city is going to be selective — like they're going to find certain projects unappealing and certain projects ok," Rand said. "But you have council members who are about slow growth. And they're putting a lot of pressure on their staff to push back on these projects, and so this is not going to be a cakewalk at all. It's going to be a fight." WSC Communities is the company that submitted the most Builder's Remedy applications in Santa Monica during the non-compliance time period.

This potential legal fight makes the issue of Builder's Remedy applications much more high profile than it ever has been and could potentially lead to developers taking advantage of the loophole in other cities that have not had their Housing Elements approved by the state agency. Over 100 cities in Southern California have Housing Elements that have been rejected including the cities of Beverly Hills and West Hollywood.

Not everyone in Santa Monica is against these Builder's Remedy projects, as quoted by The Real Deal.com, a resident who was in favor of these projects wrote as a comment to the agenda item, "I write to urge you to embrace Builder's Remedy projects. Santa Monica needs more homes and affordable homes, not wasteful litigation!"

By [Staff Writer](#) November 4, 2022
in [News](#), [Real Estate](#)



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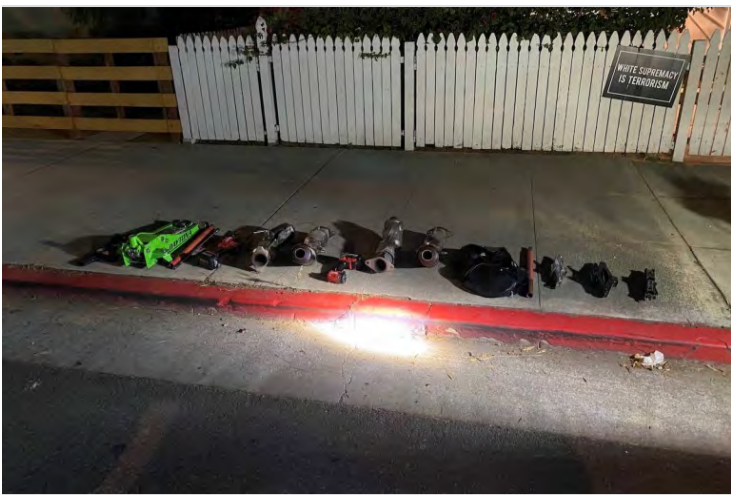


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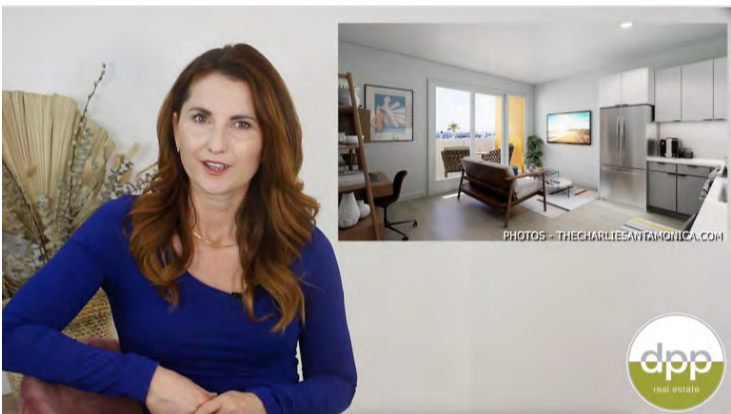


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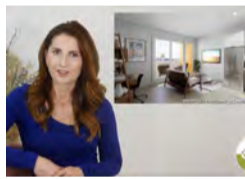
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Town of Colma

Figure H.5.
Housing Sites

- Town Limits
- Multiple Units
- Duplex Unit
- Single Unit

Development Potential

- Developable Site
- 32 Units
- 224 Units
- Sterling Park (See Figure H.6.)
- El Camino Real

Data provided by: Town of Colma, San Mateo County, and Caltrans.

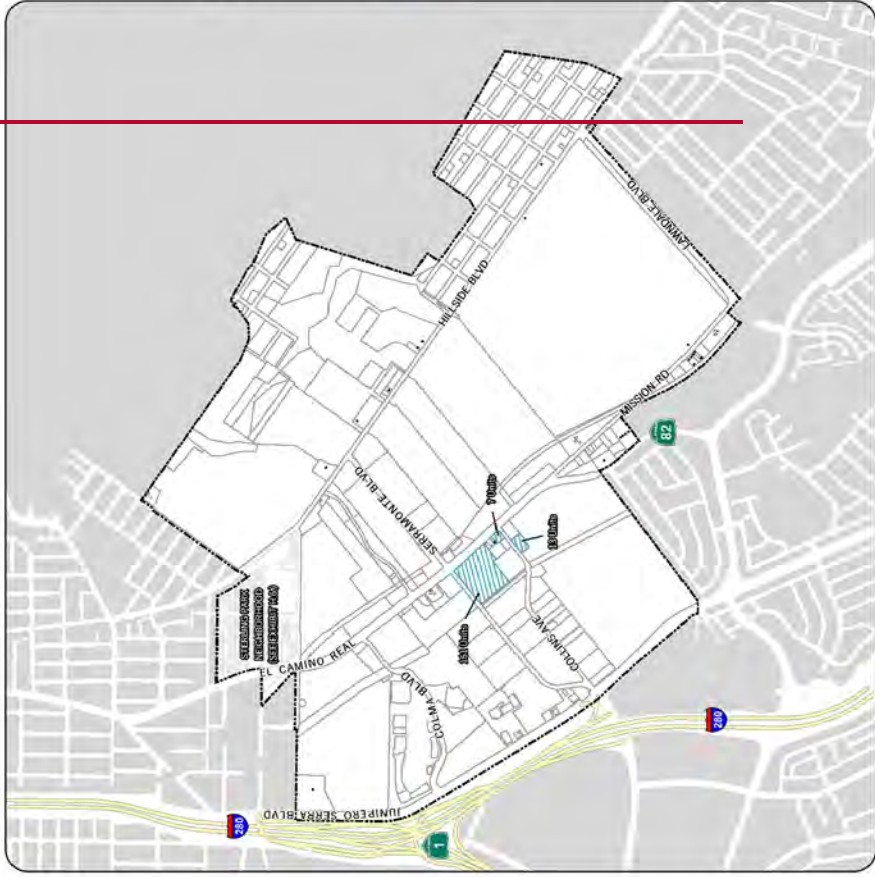
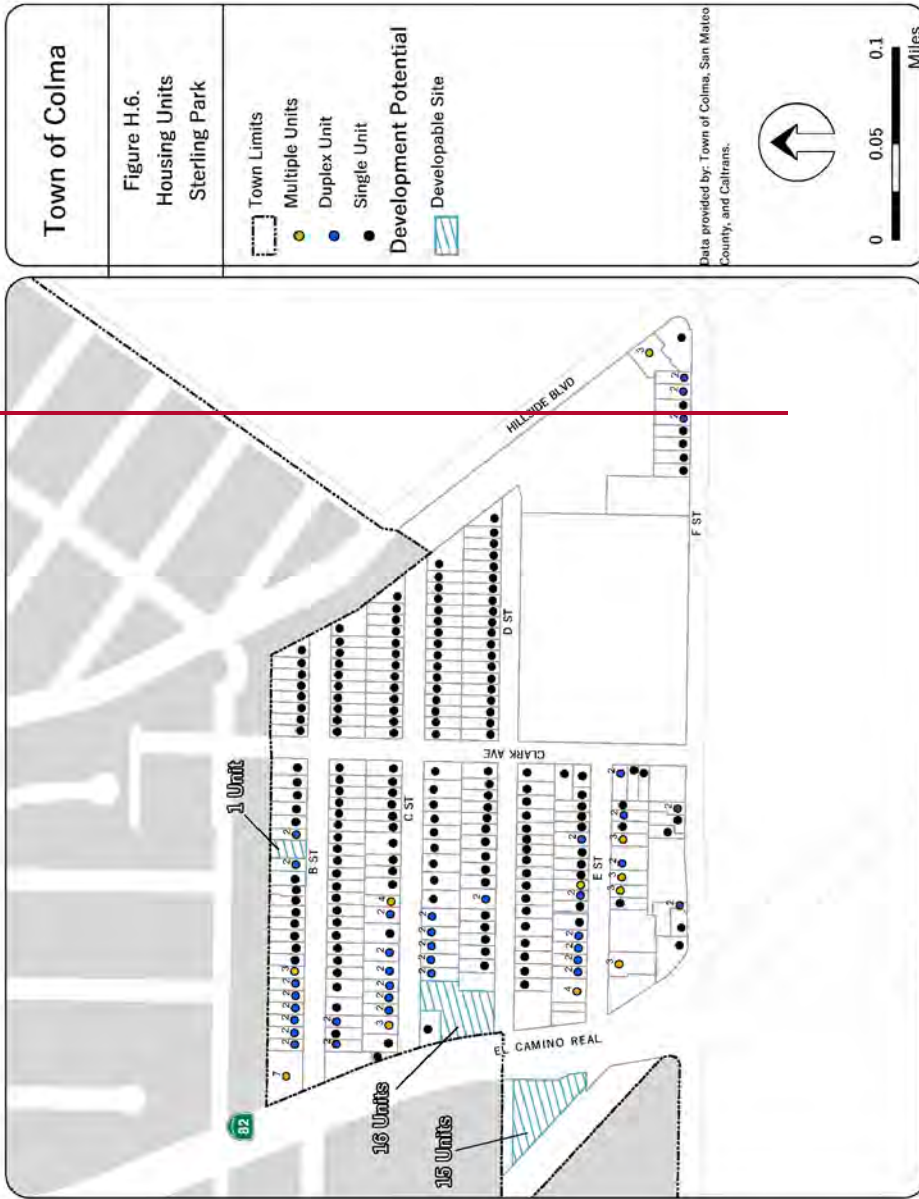


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INTRODUCTION

Section 65302(c) of the California Government Code requires every county and city in the state to include a housing element as part of their adopted general plans. In stipulating the content of this element, Article 10.6 of the Government Code indicates that the element shall consist of “an identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing.” Housing ~~E~~lement ~~L~~aw mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community.

PURPOSE OF THE HOUSING ELEMENT

The purpose of the 2023 Housing Element of the Town of Colma General Plan is:

- ~~to~~ plan for the Town’s housing needs;
- ~~and~~ establish the housing-related goals, objectives, and programs necessary to allow for development;
- ~~and~~ encourage ~~the~~ development and maintenance of housing for all economic segments of the community over the 2023 – 2031 planning period.

The Housing Element is designed to comply with State Housing Element Law and guidelines for the preparation and adoption of Housing Elements.

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SETTING, CONTEXT AND HOUSING NEED

Colma's location just south of San Francisco and Daly City makes it a desirable and slightly more affordable location to live in than San Francisco, with easy transit into San Francisco from the Colma and South San Francisco BART stations. Colma is also a regional shopping destination for automobiles and retail goods. Colma has limited land available for new development given that about 75% of its two square miles is devoted to cemetery land uses.

The San Francisco Bay Area continues to be one of the most desirable and expensive real estate markets in the country. Despite the economic downturn and lowering of housing prices that began in 2008, rents generally continued to rise throughout the region. Housing sale prices have regained losses associated with the recession, and most Bay Area homes are too expensive for families with average household incomes. Despite its small size and limited land resources, opportunities exist within Colma to provide new and affordable housing with good transit access. rise –The San transit Remaining land uses include developed residential



~~properties and commercial uses.~~

~~The San Francisco Bay Area continues to be one of the most desirable and expensive real estate markets in the country. Despite the economic downturn and a lowering of housing prices that began in 2008, rents generally continued to rise throughout the region. Housing sales prices have regained losses associated with the recession and most Bay Area homes are too expensive for families with average household incomes to afford. Despite its small size and limited land resources, opportunities exist within Colma to provide new and affordable housing with good transit access.~~

In a collaborative process, the 20 cities of San Mateo County and the County of San Mateo formed a countywide “Sub-region,” an ad-hoc joint powers authority formed to specifically administer the Association of Bay Area Governments’ (ABAG)’s Regional Housing Needs Allocation (RHNA) process. From this process, it was determined that Colma’s allocation for the 6th RHNA cycle is 202 units, 106 of which are allocated as units affordable to moderate, low, and very-low-income households. The RHNA applies to the years 2023 to 2031. A total of 75 units have been developed within Colma since 2015, meeting the 2015-2023 5th cycle RHNA numbers. Colma has the capacity for ~~these~~ 202 units through the development of vacant and underutilized parcels located throughout the Town. Colma’s General Plan and Housing Element includes has also adopted goals, policies, and programs to encourage and facilitate the development of these units.

Development of an additional 202 units before the close of the planning period is feasible (since the sites are zoned for housing and mixed-use commercial) but construction before the end of the planning period is unpredictable due to the economy. Colma, however, faces significant non-governmental constraints to the development of housing units, the most pressing and unique of which is Colma’s cemetery land uses. Cemetery and related land uses comprise approximately 75% of the Town’s total land area and are considered, and are an historic use in Colma. ~~The Town was, a Town~~ originally incorporated to protect cemetery land uses and accommodate the regional need for these uses. Per State law, the dedication of property for cemetery uses makes these lands unavailable for housing projects.

Cemeteries tend to suffer from vandalism when residential uses are built nearby. Furthermore, some cultural groups and ~~some~~ individuals may avoid living near cemeteries if possible;

The Town’s historic cemetery uses make Colma a truly unique community, but also place constraints on the development of housing. Here townhomes in the Villa Hoffman development look out over Olivet Cemetery.

however, Colma’s cemeteries are easily visible from many development are sites within the Town. Cemetery uses also place fiscal constraints on the Town, which receives no tax revenue from cemetery uses or burials. This financial constraint increases the dependence of the Town on its regional commercial and retail uses to fund Town services. See Refer to the Governmental Constraints Section and Non-Governmental Constraints Section for more information regarding constraints to residential development in Colma.

CONTENTS AND ORGANIZATION OF THE HOUSING ELEMENT

The contents of the 2023 Housing Element include an analysis of population, employment and housing trends, an evaluation of housing needs, statements of goals and policies, a schedule of programs and actions, and an estimate of the number of housing units the Town expects to be developed, ~~improved~~improved, and maintained in the local housing stock. Programs and policies in the 2015 - 2023 Housing Element were evaluated and modified where necessary to reflect changing market conditions and policy priorities. The Housing Element is organized into the following sections:

- Introduction to the Housing Element
- Population, Housing and Employment Trends
- Existing and Projected Housing Needs
- Ability to Meet Housing Needs
- Evaluation of Housing Programs
- Housing Program Strategy
- Housing Goals, Policies, and Programs

BACKGROUND AND HISTORY OF THE HOUSING ELEMENT

The Town of Colma has previously adopted several Housing Elements, as follows:

- 1991 Housing Element (1988-1995 Planning Period)~~;~~
- 1999 Housing Element (prepared with comprehensive General Plan update, 1995-1999 Planning Period)~~;~~
- 2004 Housing Element (1999-2007 Planning Period)~~;~~
- 2009 Housing Element (2007-2014 Planning Period;~~;~~ adopted October 2012)~~;~~ ~~and~~
- 2015 Housing Element (2015-2023 Planning Period; adopted; January 2015)

When referred to in the text of this document, previous Housing Elements will be referenced primarily by date and title ~~and~~ not planning period. This Housing Element is an update and revision of the 2015 Housing Element, adopted in January 2015. ~~The~~is current Housing Element is titled and referenced as the 2023 Housing Element throughout this document. The State of California requires housing element updates at regularly designated time periods, or when a city or town makes any change in its policies, zoning, and land use designations. State law mandates that all cities in the San Francisco Bay Area ~~submit an~~ adopted a compliant housing element by January 31, 2023, which takes into account the housing needs assessment numbers allocated to the respective jurisdiction by ~~the Association of Bay Area Governments, or~~ ABAG for 2023 through 2031.

To meet this requirement, policies from the 2015 Housing Element were reviewed, projected housing needs of all economic segments of Colma were evaluated, and new policies and programs aimed at the preservation and improvement of housing have been developed.

RELATED PLANS AND PROGRAMS

Relationship to other General Plan Elements

The Housing Element is closely related to the Land Use, Conservation/Open Space, and Circulation Elements of the Town of Colma General Plan.

The Land Use Element sets forth the amount and type of residential development permitted under the General Plan, thereby establishing housing opportunities in Colma. In addition, the Land Use Element contains policies directed at maintaining the existing housing stock, ~~as well as and~~ ensuring the quality of new residential development. ~~The adopted~~ 2040 General Plan Update ~~adopted~~ (March 2022), includes a newly created Commercial Overlay Districts ~~with including~~ a 40-acre designated area north of Hillside Boulevard and ~~to the~~ west of Lawndale Boulevard, ~~as in addition well as~~ to a vacant 3.07-acre parcel on the north side of Town, ~~east side~~ of El Camino Real and south of ~~the~~ BART railroad track.

The Circulation Element contains policies to minimize traffic spillover into residential neighborhoods and includes complete street considerations for alternate transportation such as transit, bicycling, and walking. The Conservation/Open Space Element establishes policies ~~to minimize to minimize~~ the impact of residential development on sensitive resources, such as ecological habitat, and scenic viewsheds.

Finally, the Safety Element sets forth policies to ensure the safety of ~~the~~ Colma's housing stock through ~~such~~ measures ~~such as as the~~ mitigation of environmental hazards as a condition to development.

The Housing Element has been reviewed for consistency with Colma's other General Plan elements, and the policies and programs in this Element reflect the policy direction contained in other parts of the General Plan. As portions of the General Plan are amended in the future, this Housing Element will be reviewed to ensure that internal consistency is maintained – that it is entirely consistent with the policies and proposals set forth by the Plan. Furthermore Program 1.2 calls for an annual Housing Element implementation review.

Pursuant to Government Code Section 65400, the Town will annually review its progress in implementing this Housing Element and ~~ensuring ensure~~ consistency between this Element and the City's other General Plan Elements.

Climate Action Plan

The Town of Colma joins a growing number of California cities which have adopted a Climate Action Plan to reduce greenhouse gas emissions and meet State emission reduction targets. ~~The Town adopted the Plan in~~ In May of 2013, the Town adopted its Climate Action Plan which included. ~~The Plan includes~~ programs such as energy efficiency, water conservation, and improved recycling programs for residents and businesses. ~~Colma will also see an increase of in~~ bicycle lanes, green business program participation and a new green building program. ~~These programs not only reduce emissions, but they also help residents and businesses save money and conserve natural resources.~~

The 2023 Housing Element is fully consistent with the Climate Action Plan. Housing Element policies that encourage ~~the~~ maintenance and upgrades to existing residences are inherently sustainable since new resources are not used to reconstruct units. New housing units will be required to be constructed ~~with~~ the latest energy ~~and water~~ ~~saving~~ standards, which will make them efficient and economical to maintain.

HOPE Plan to End Homelessness

HOPE (Housing Our People Effectively) is a ten-year action plan initiated by San Mateo County that brings together the business, nonprofit, and public sector communities to address the challenging issue of homelessness. This plan reflects the Board of Supervisors' goal that housing should exist in ~~their~~ community for people at all income levels and all generations of families, including those who are extremely low-income or who are homeless. To end homelessness, San Mateo County must follow the housing strategy successfully documented in other communities around the country. The HOPE Plan is built around the following two key strategies:

- Housing - increasing the supply of permanent affordable and supportive housing for people who are homeless and developing strategies to help them move into housing as rapidly as possible; ~~and~~
- Prevention - prevent individuals and families from becoming homeless in the first place by assisting them ~~to~~ maintain~~ing~~ their housing; ~~and~~
- These goals are consistent with the Town of Colma Housing Element.

Grand Boulevard Initiative

The Grand Boulevard Initiative is a coordinated effort of 19 cities (including ~~the~~ Town of Colma), San Mateo and Santa Clara ~~C~~counties, and local and regional agencies united to improve the performance, safety, and aesthetics of El Camino Real. Starting at the northern Daly City boundary (where it is named Mission Street) and ending near the Diridon Caltrain Station in central San Jose (where it is named The Alameda), the initiative brings together ~~the~~ for the first time ~~all of~~ all the agencies ~~having~~ responsibility for the condition, use, and performance of ~~the~~ El Camino Real. The Grand Boulevard Initiative looks to transform El Camino Real from a suburban, low-density ~~strip~~ commercial highway to ~~a~~ vibrant, mixed-use, pedestrian-friendly boulevard and destination that links regional transportation improvements and local economic development efforts.

Within Colma, much of the El Camino Real is dedicated to cemetery uses ~~and~~ the Town desires development that is respectful of this established land use. ~~However,~~ opportunities exist on the northern edge of Colma for the development of housing ~~both~~ across the street and adjacent to the Colma BART ~~St~~ation ~~and~~ to the south on Mission Road.

Plan Bay Area and Priority Development Areas

Plan Bay Area (Plan) is an integrated transportation and land-use strategy through the year 2040 that marks the Bay Area's ~~first~~ nine-county ~~first~~ long-range plan to meet the requirements of California's landmark 2008 Senate Bill 375. This bill calls on each of the state's 18 metropolitan areas to develop a Sustainable Communities Strategy (SCS) to accommodate future population growth and reduce greenhouse gas emissions from cars and light trucks. Working in collaboration with cities and counties, the Plan advances initiatives to expand housing and transportation choices, create healthier communities, and build a stronger regional economy.

The Plan was prepared by the Metropolitan Transportation Commission (MTC) and the ~~Association of Bay Area Governments (ABAG)~~ and ~~was~~ approved in July of 2013. It is the long-term regional land-use and transportation strategy for the Bay Area, and ~~t~~ransportation funding from state and federal sources will be distributed consistent with the plan. In addition, it will be used to determine housing needs allocations for Bay Area jurisdictions, including Colma.

The El Camino Real corridor ~~and~~ is in a "Priority Development Area" (PDA) along which most of the new residential development in San Mateo County is expected to be created. The defined ¼-mile buffer encompassing El Camino Real from Daly City to San Jose is a planned PDA to encourage and leverage future growth near transit in existing communities.

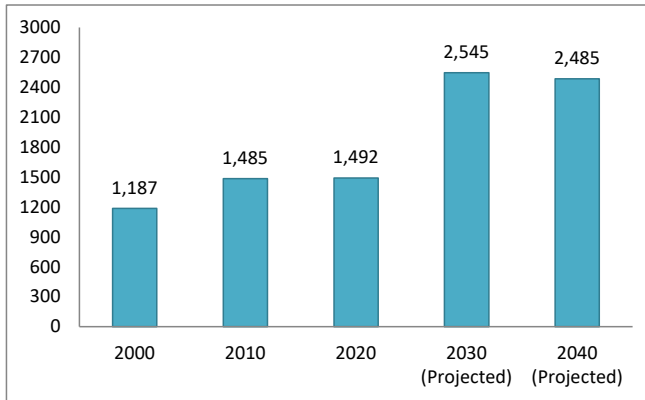
All of Colma's new housing is anticipated to be within the PDA area, on El Camino Real or on Mission Road. By placing new housing in this corridor, residents will benefit from viable transit options for local and regional travel.

POPULATION, HOUSING AND EMPLOYMENT TRENDS

GENERAL DEMOGRAPHICS AND PROJECTIONS SUMMARY

Colma is a town of 1,492 residents, according to US Census, 2020 American Community Survey estimates from January 2013. Between 2010 and 2020, Colma's small population grew from 1,454 to 1,492, increasing by 38 residents, or 3% percent. ABAG predicts Colma will continue to grow over the next 20 years, albeit not as rapidly, to reach a population of 2,485 in 2040.

Figure H-1: Colma's Population Growth



Source: Association of Bay Area Governments, Projections 2040; US Census, 2020 American Community Survey 5-Year Estimates

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Table H-1: San Mateo County and State Population Growth

	Number of Residents			Percent Change (from previous decade)		
	Colma	County	State	Colma	County	State
2000	1,187	707,163	33,871,648	8%	9%	14%
2010	1,485	718,451	37,253,956	22%	2%	10%
2020	1,492	765,623	39,346,023	3%	7%	6%
2030 (Projected)	2,545	853,260	x	70%	11%	x
2040 (Projected)	2,485	916,590	x	-2%	7%	x

Source: Association of Bay Area Governments (ABAG), Projections 2040; US Census, 2020 American Community Survey 5-Year Estimates

Colma is more diverse than San Mateo County as a whole. Only 45 percent of the residents are white (compared to well over half in the county/50% of county residents) and 36 percent are Asian. Over the past decade, the white population has increased, while the Asian population has declined. Approximately one quarter OR 25% of the residents are non-white, or more than one race. Additionally, 37 percent of the population is Hispanic. Latino or Hispanic is not a separate racial category on the American Community Survey, and so all individuals who identify as Latino or Hispanic also belong to another racial category as well (i.e.- bBlack, wWhite, other, etc.).

Table H-2: Race and Ethnicity

Race and Ethnicity	Colma	County	State
White	45%	48%	56%
Black	3%	2%	6%
Asian	36%	29%	15%
Other	10%	11%	14%
More than one Race	7%	8%	8%
Hispanic	37%	24%	39%
Not Hispanic	63%	76%	61%
Total population	1,492 *	765,623	39,346,023

Source: US Census, 2020 American Community Survey 5-Year Estimates

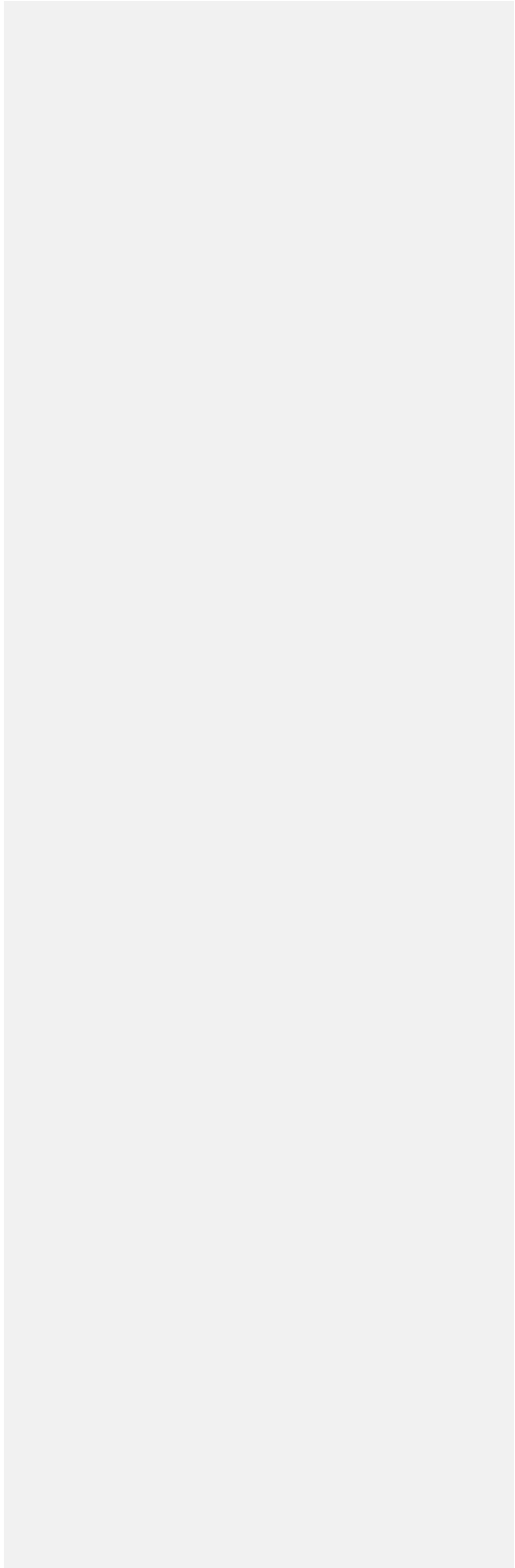
The average age in Colma has increased notably over the past decade. In 2010, the median age was 31, but in 2020 it was 36. This appears to be due to growth in the 45-59-year-old segments of the population, which grew from one-fifth of the total population in 2010 to one-fourth in 2020. Almost 24 percent of Colma's population is comprised of children under 19, and 18 percent of the population includes seniors over the age of 60.

Table H-3: Age of Residents

Age	2010	2020		
	Colma	Colma	County	State
Under 5 years	9%	8%	6%	6%
5 to 19 years	18%	16%	16%	19%
20 to 34 years	33%	24%	20%	22%
35 to 44 years	12%	9%	14%	13%
45 to 59 years	17%	25%	20%	19%
60 to 74 years	8%	12%	15%	12%
75 years and over	3%	6%	7%	6%
Median age	31	36	40	36
Total population	1,454	1,492 *	720,143	37,330,448

Source: ~~Source:~~ US Census, 2020 American Community Survey 5-Year Estimates

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HOUSING SAN MATEO COUNTY'S WORKFORCE

INCOME CATEGORIES

The U.S. Department of Housing and Urban Development (HUD) and the California Department of Housing and Community Development (HCD) use household income categories to help standardize analysis of housing needs. The income categories are summarized below and are based on a household's percentage of San Mateo County's Area Median Income (AMI).

Table H-4: Income Category Definitions

Income Category	Definition
Extremely Low	Below 30% of area median income
Very Low	30%-50% of area median income
Low	50%-80% of area median income
Moderate	80%-120% of area median income
Above Moderate	Above 120% of area median income

Source: U.S. Department of Housing and Urban Development

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HCD uses the ~~above se~~ categories, sometimes with minor adjustments, to establish the annual income limits for San Mateo County, as shown in ~~the following table/~~Table H-5 ~~below-below~~.

Table H-5: San Mateo County Income Limits (2021)

Income Category	Number of Persons Per Household (Maximum Income)				
	1	2	3	4	5
Extremely Low	\$38,400	\$43,850	\$49,350	\$54,800	\$59,200
Very Low	\$63,950	\$73,100	\$82,250	\$91,350	\$98,700
Lower Income	\$102,450	\$117,100	\$131,750	\$146,350	\$158,100
Median Income	\$104,700	\$119,700	\$134,650	\$149,600	\$161,550
Moderate Income	\$125,650	\$143,600	\$161,550	\$179,500	\$193,850

Source: HCD State Income Limits 2021 and State CDBG and HOME Income Limits also available at <https://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>

~~The~~Table H-6 ~~on the following page~~ shows Plan Bay Area projections (approved November 2018) for housing units, households and local jobs. The following tables are ABAG Projections 2040, which provide more detailed information on household characteristics, types of jobs, etc.

ABAG Projections 2040 provides an indicator of trends and conditions in San Mateo County and its jurisdictions.

ABAG Projections 2040 are based on 2015 demographic data taken directly from the U.S. Census. The 2015 employment data are derived from (1) California County-Level Economic Forecast, 2017-2050, California Department of Transportation; (2) Bay Area Job Growth to 2040: Projections and Analysis, Center for Continuing Study of the California Economy; and (3) U.S. Bureau of Labor Statistics and the U.S. Census Bureau's 2013-2015 ACS.

Table H-6: ABAG/MTC Plan Bay Area Projections for Housing, Households and Jobs (2020-2040)

City	Housing Units		% Change	Households		% Change	Jobs		% Change
	2020	2040		2020	2040		2020	2040	
Atherton	2,560	2,560	0%	2,470	2,460	-1%	2,140	2,165	+2%
Belmont	11,085	11,775	+6%	10,910	11,620	+7%	9,240	9,430	+2%
Brisbane	6,500	6,670	+3%	6,360	6,410	+1%	6,590	16,870	+155%
Burlingame	13,110	14,010	+7%	12,755	13,735	+8%	32,335	42,625	+32%
Colma	860	940	+9%	835	940	+13%	4,070	4,315	+6%
Daly City	34,500	36,360	+5%	33,615	35,775	+6%	18,370	22,480	+22%
East Palo Alto	7,730	8,705	+13%	7,610	8,675	+14%	5,810	6,660	+15%
Foster City	13,310	15,365	+15%	13,055	15,110	+16%	23,700	27,250	+15%
Half Moon Bay	4,790	4,790	+0%	4,590	4,585	-1%	5,290	5,375	+2%
Hillsborough	4,000	4,015	+1%	3,895	3,910	+1%	2,210	2,265	+3%
Menlo Park	15,650	18,045	+15%	15,390	17,680	+15%	36,410	42,475	+17%
Millbrae	8,470	10,050	+19%	8,235	9,725	+18%	6,570	11,595	+76%
Pacifica	14,565	14,800	+2%	14,155	14,520	+3%	6,160	7,115	+16%
Portola Valley	1,855	1,855	+0%	1,800	1,800	0%	1,520	1,520	0%
Redwood City	31,540	38,640	+23%	30,820	38,085	+24%	71,050	86,720	+22%
San Bruno	15,345	18,310	+19%	14,890	17,935	+20%	14,645	14,780	+1%
San Carlos	13,725	14,060	+3%	13,575	13,985	+3%	17,800	19,135	+8%
San Mateo	43,870	51,400	+17%	43,035	50,830	+18%	62,570	68,010	+9%
South San Francisco	22,700	25,715	+13%	22,155	25,305	+14%	46,365	54,230	+17%
Woodside	2,205	2,210	+1%	2,130	2,125	-1%	2,000	1,995	-1%
Unincorporated	22,845	23,480	+3%	21,980	22,755	+4%	24,430	25,045	+3%
County Total	291,195	323,755	+11%	284,260	317,965	+12%	399,275	472,045	+18%
SMC Change (2010-2040)		+32,560			+33,705			+72,770	

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Source: Plan Bay Area 2040, Final Forecast of Jobs, Population and Housing.

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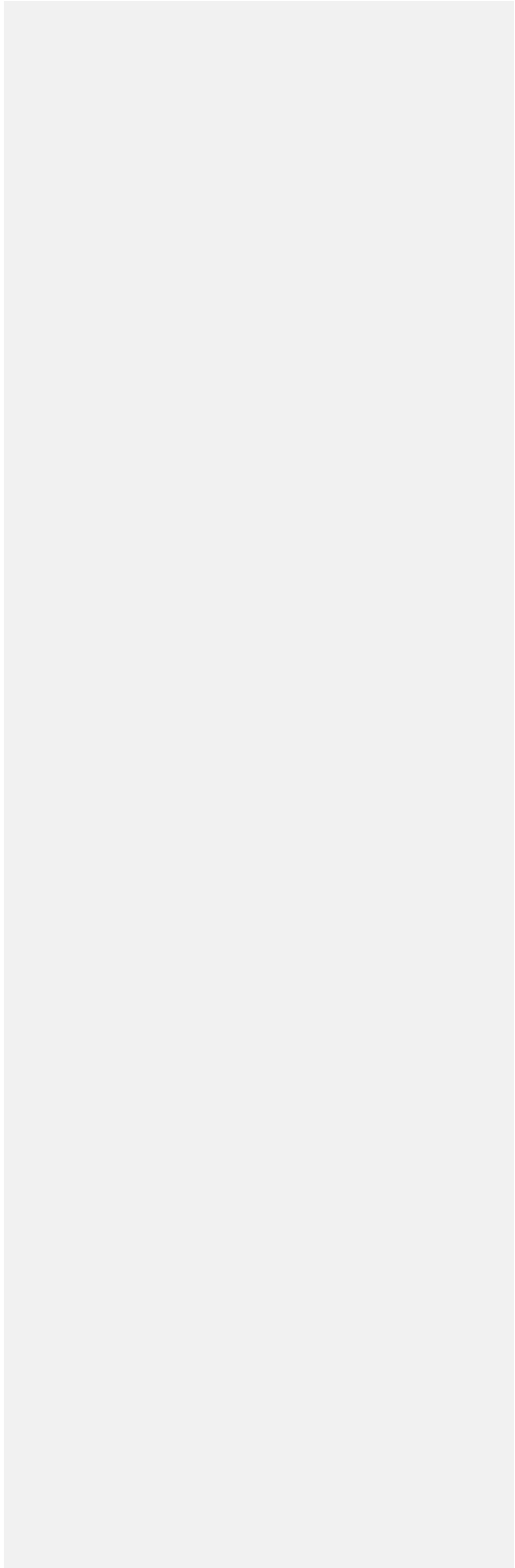


Table H-7: Projections for Population, Households and Total Jobs (2010-2040)

Geographic Area	2010	2015	2020	2025	2030	2035	2040	2010-2040 Change
Bay Area Regional Total								
Population	7,150,740	7,573,915	7,920,230	8,284,200	8,689,440	9,142,745	9,652,950	2,502,210
Households	2,606,290	2,678,810	2,881,965	3,009,055	3,142,015	3,281,130	3,426,700	820,410
Persons Per Household	2.69	2.77	2.69	2.70	2.71	2.73	2.76	+0.07
Employed Residents	3,506,680	3,894,850	4,147,000	4,270,595	4,397,865	4,528,925	4,663,900	1,157,220
Jobs	3,451,820	4,026,060	4,136,190	4,267,760	4,405,125	4,548,565	4,698,375	1,246,555
Jobs/Employed Residents	.98	1.03	.99	.99	1.0	1.0	1.01	+0.03
San Mateo County								
Population	718,450	757,895	796,925	816,460	853,260	878,020	916,590	198,140
Households	257,835	270,715	284,260	290,330	302,520	308,410	317,965	60,130
Persons Per Household	2.75	2.76	2.77	2.78	2.78	2.81	2.84	+0.09
Employed Residents	367,940	396,885	415,275	420,235	433,655	437,190	446,040	78,100
Jobs	347,860	385,770	399,275	415,305	423,005	436,205	472,045	124,185
Jobs/Employed Residents	.95	.97	.96	.99	.98	1.00	1.06	+0.11
% of Bay Area Population	10.0%	10.0%	10.0%	9.8%	9.8%	9.6%	9.4%	-0.6%
% of Bay Area Jobs	10.0%	9.5%	9.7%	9.7%	9.6%	9.6%	10.0%	0%
Colma Planning Area (City Limits)								
Population	1,485	1,485	1,492	2,500	2,545	2,690	2,485	1,000
Households	430	795	835	880	895	935	940	510
Persons Per Household	3.31	2.86	2.82	2.81	2.82	2.85	2.62	-0.69
Employed Residents	1,035	1,175	1,185	1,215	1,225	1,225	1,130	95
Jobs	3,935	4,065	4,070	4,150	4,195	4,270	4,315	380
Jobs/Employed Residents	3.80	3.46	3.43	3.42	3.42	3.49	3.82	+0.02
% of County Population	0.2%	0.2%	0.2%	0.3%	0.3%	0.3%	0.3%	+0.1%
% of County Jobs	1.1%	0.8%	1.1%	0.9%	0.9%	0.9%	0.9%	+0.2%

Source: Plan Bay Area 2040 Model Estimates

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Table H-8: Projections for Types of Jobs (2010-2040)*

Job Industry	2010	2015	2020	2025	2030	2035	2040	2010-2040 Change
Bay Area Regional Total								
Agriculture and Natural Resources	22,800	24,990	24,865	24,740	24,620	24,500	24,380	+1,580
Mfg, Wholesale and Transportation	525,685	524,475	523,320	522,175	521,025	519,885	518,740	-6,945
Retail	325,645	356,555	364,515	372,655	380,975	389,480	398,175	+72,530
Health, Educ. and Recreation Service	998,125	1,112,930	1,178,130	1,247,145	1,320,205	1,397,545	1,479,410	+481,285
Financial and Professional Services	817,405	1,138,830	1,174,370	1,211,020	1,248,815	1,287,790	1,327,980	+510,575
Information, Government and Construction	733,180	852,355	870,990	890,030	909,490	929,365	949,685	+216,505
Total Jobs	3,422,845	4,010,135	4,136,190	4,267,760	4,405,125	4,548,565	4,698,375	+1,275,530
Total Employed Residents	3,376,380	4,026,995	4,147,000	4,270,595	4,397,865	4,528,925	4,663,900	+1,287,520
San Mateo County								
Agriculture and Natural Resources	2,305	2,475	2,460	2,455	2,450	2,435	2,440	+135
Mfg, Wholesale and Transportation	63,720	58,320	55,850	53,595	51,240	49,430	48,305	-15,415
Retail	34,625	36,515	37,530	38,120	39,220	39,420	39,675	+5,050
Financial and Professional Services	91,670	124,590	130,365	140,750	145,610	151,195	169,620	+77,950
Health, Educ. and Recreation Service	90,695	96,840	104,175	110,690	114,890	120,415	134,400	+43,705
Information, Government and Construction	60,325	67,025	68,900	69,695	69,595	73,305	77,605	+17,280
Total Jobs	343,335	385,770	399,275	415,305	423,005	436,205	472,045	+128,710
Total Employed Residents	332,760	396,885	415,275	420,235	433,655	437,190	446,040	+113,280
Ratio of Jobs to Employed Residents (San Mateo Co.)	1.03	.97	.96	.99	.98	.99	1.06	+0.03

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Job Industry	2010	2015	2020	2025	2030	2035	2040	2010-2040 Change
Colma Planning Area (City Limits)								
Agriculture and Natural Resources	0	5	5	5	5	5	5	+5
Mfg, Wholesale and Transportation	160	165	150	150	150	155	155	-15
Retail	2,030	2,075	2,180	2,285	2,325	2,395	2,435	+405
Financial and Professional Service	115	145	140	140	140	140	140	+25
Health, Educ. and Recreation Service	1,180	1,215	1,160	1,135	1,135	1,130	1,135	-45
Information, Government and Construction	430	460	440	440	440	445	450	+20
Total Jobs	3,915	4,065	4,070	4,150	4,195	4,270	4,315	+400
Total Employed Residents	970	1,175	1,185	1,215	1,225	1,225	1,130	+160
Ratio of Local Jobs to Employed Residents	4.04	3.46	3.43	3.42	3.42	3.49	3.82	-0.22

Source: Plan Bay Area 2040 Model Estimates

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Though San Mateo County has a robust economy, much of its workforce cannot afford to live within the county. Job growth has been strong, although cyclical, over the past 10 years, and is projected to continue. Housing development has not kept up pace with the growth in local jobs. According to ABAG/MTC Staff and Baird + Driskell Community Planning (Housing Needs Data Report, 2021), the number of homes in Colma increased 15.9%, from 2010 to 2020, which is above the growth rate for San Mateo County and above the growth rate of the region's housing stock during this time period.

A home meets the standard definition of affordability if it does not cost more than 30 percent of a household's income. A household that spends more than 30 percent of its gross income on housing is considered to be overpaying for housing. Housing that costs more than 30% of household income is a more acute problem for lower income households, since households since there is less discretionary money for other necessities.

While individual household income conditions vary, an example can be useful to illustrate affordability conditions for a low-income family in San Mateo County. A four-person family with one parent working full-time as a cook and the other parent working in retail, could not afford a monthly rent of about \$1,690 and a home sales price of \$274,650. A single parent family with the adult working as a police officer would be considered moderate income and could afford

a monthly rent of about \$2,505 and a home costing \$407,053. Neither of these example households ~~could~~ afford San Mateo County's median condominium, costing \$910, or ~~a~~ single-family home, which costs \$1,891,500 (SAMCAR). ~~For~~ the example, ~~a~~ single-parent family also cannot afford the median county rent of \$2,618.

Other examples of affordable home sales and rents based on occupation are shown in ~~the table below~~/Table H-9 below.

Table H-9: Home Affordability by Occupation (2021)

Occupation	Annual Salary	Affordable Home	Affordable Rent
Elementary School Teacher	\$76,136	\$288,697	\$1,777
Police Officer	\$107,349	\$407,053	\$2,505
Cook	\$33,550	\$127,217	\$783
Retail Salesperson	\$38,883	\$147,440	\$907
Registered Nurse	\$131,263	\$497,731	\$3,063

Source: HCD State Income Limits 2021; www.hsh.com/calc-howmuch.html

Maximum Affordable House Price is based on the following assumptions: 5% interest rate; 30-year fixed loan; 50% Yearly Salary as Down Payment; 1% property tax; PMI, .5% insurance rate; and no other monthly payments/debt.

Colma has more than three times as many jobs as residents, with approximately 4,070 jobs in the ~~T~~-town. Colma serves as a regional shopping destination for retail goods, ~~and~~ used and new automobiles, and automobile services. In addition, Colma serves a regional need for cemetery land and associated services. ~~The~~ ~~t~~own also has a card room, Lucky Chances, which employs over 600 individuals. ~~A~~ About 39 percent of ~~the~~ workers in the town make between \$1,251 and \$3,333/month, and 40 percent make more than \$3,333 per month. Almost all (93 percent) of the workers in Colma commute in from other cities to work, according to 2020 US ~~e~~Census data. The majority of these jobs are hourly wage from retail and other services, which traditionally are not high-paying types of employment.

According to ABAG projections, Colma can expect to see its workforce increase ~~by~~ 10 percent by 2040, with much of that job growth coming from the retail services sector.

Table H-10: Workforce Age, Salary and Education

Category	Colma	County
Jobs by Worker Age		
Age 29 or Younger	26%	20%
Age 30 to 54	46%	58%
Age 55 or Older	28%	22%
Salaries Paid by Jurisdiction Employers		
\$1,250 per Month or Less	21%	13%
\$1,251 to \$3,333 per Month	39%	21%
More than \$3,333 per Month	40%	67%
Jobs by Worker Educational Attainment		
Less than High School	15%	11%
High School or Equivalent, No College	17%	14%
Some College or Associate Degree	24%	22%
Bachelor's Degree or Advanced Degree	18%	34%
Educational Attainment Not Available	26%	19%
Total Workers	4,509	422,723

Source: 2019 U.S. Census On The Map

Note: Educational Attainment Not Available is for workers 29 and younger

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HOUSEHOLD TRENDS AND CHARACTERISTICS

In 2020, the estimated number of households within Colma was 480 per US Census data.

OCCUPANCY CHARACTERISTICS

Colma has a relatively large average household size, at 3.08 ~~individuals, but this size has increased which is an increase~~ ~~ed since from 2.8 in 2010, when it was 2.8~~. Households in renter-occupied units tend to be slightly larger at 3.12.

Table H-11 Household Size

Year	Household Size	Colma	County	State
2010	Average Household Size	2.8	2.7	2.4
2020	Average Household Size	3.08	2.87	2.9
	Owners Average Household Size	3.03	2.95	3.0
	Renters Average Household Size	3.12	2.75	2.9

Source: US Census, 2010 American Community Survey 5-Year Estimates
2020 American Community Survey 5-Year Estimates

~~Colma has a high percentage of families with children. M~~ore than 30 percent of the households ~~in Colma represent families with children. An additional~~ 38 percent of the population consists of families without children, ~~this percentage which~~ has increased since 2010. Single people make up 20 percent of households.

Table H-12 Household Type

Household Type	Colma	County	State
Single person	20%	22%	24%
Family no children	38%	38%	34%
Family with children	34%	32%	34%
Multi-person, nonfamily	8%	8%	8%
Total households	485	263,351	13,103,114

Source: 2020 American Community Survey 5-Year Estimates Source: 2020 American Community Survey 5-Year Estimates

Overcrowded Households

According to the U.S. Census Bureau, a unit is considered overcrowded if it ~~the unit~~ is occupied by more than 1.01 persons per room (excluding bathrooms and kitchens). Homes with more

than 1.5 persons per room are considered severely overcrowded. ~~Overcrowding~~ increases health and safety concerns and stresses the condition of the housing stock and infrastructure. ~~Overcrowding correlates strongly with household size, particularly for large households.~~

~~Colma has a small number of overcrowded homes. Almost 3 percent of owner-occupied homes, or 7 homes, are overcrowded. The vast majority of rental homes are not overcrowded, and zero homes are extremely overcrowded, however, nine total homes are considered overcrowded. The percentage of overcrowded households has decreased since 2010, when close to 15 percent of homes were considered overcrowded.~~

~~Colma has a small number of overcrowded homes. Almost 3 percent of owner-occupied homes, or 7 homes, are overcrowded. The vast majority of rental homes are not overcrowded; however, nine homes are considered overcrowded, and zero homes are extremely overcrowded. The percentage of overcrowded households has decreased since 2010, when close to 15 percent of the homes were considered overcrowded.~~

Table H-13 Number of Overcrowded Units

Occupant	Overcrowded	Occupied Homes	Percent		
			Colma	County	State
Owner	Not overcrowded	222	97%	97%	96%
	Overcrowded	7	3%	2%	3%
	Extremely overcrowded	0	0-0%	1%	1%
Renter	Not overcrowded	232	96%	85%	87%
	Overcrowded	9	4%	8%	8%
	Extremely overcrowded	0	0%	7%	5%

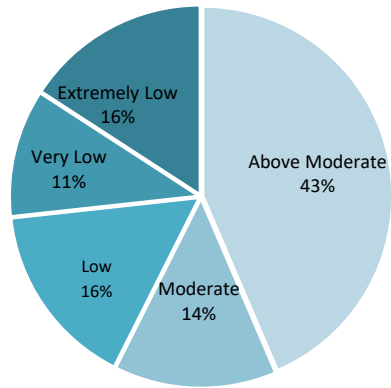
Source: US Census, 2020 American Community Survey 5-Year Estimates

Note: 0-1 people per room is not overcrowded, 1-1.5 people per room is overcrowded, more than 1.5 people per room is extremely overcrowded

Trends in Household Income and Tenure

Colma's median household income is \$118,750, which is below the countywide average of \$128,091. Just over 40 percent of Colma's households make more than a moderate income, ~~while another~~ 43 percent of Colma's households are lower income. ~~Sixteen~~ 16 percent of all households are considered low-income, 11 percent are very low income, and 16 percent are extremely low income.

Figure H-2: Households by Income



Source: US Census, 2020 American Community Survey 5-Year

Table H-14: Household Income

Income	Colma	County	State
Under \$25,000	98%	9%	16%
\$25,000 to \$34,999	3%	4%	7%
\$35,000 to \$49,999	3%	6%	10%
\$50,000 to \$74,999	12%	10%	15%
\$75,000 to \$99,999	14%	10%	12%
\$100,000+	59%	61%	40%
Poverty Rate	8.9%	6.7%	12.6%
Total (Estimated Households)	485	263,351	13,103,114
Median Income 2011	\$86,640	\$91,958	\$63,816
Median Income 2020	\$118,750	\$128,091	\$78,672

Source: US Census, 2020 American Community Survey 5-Year Estimates
 Note: Adjusted for inflation to 2020 dollars

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Table H-15: Households by Income and Tenure

Occupant	Extremely Low Income Level	Very Low Income Level	Low Income Level	Moderate Income Level	Above Moderate Income Level
Owner	20%	50%	66%	38%	64%
Renter	80%	50%	33%	62%	36%
Total	75	50	75	65	210
% of all households	16%	11%	16%	14%	44%

Sources: CHAS Data 2014-2018

HOUSING VALUES AND COSTS

With relatively few homes, housing price data for Colma is hard to come by. According to Zillow data from 2022, the median sale price for a home (including both multi-family and single-



The existing Sterling Park neighborhood was improved to include brick streets, sidewalks, landscaping, lighting, and underground utilities.

family) in Colma is \$1,180,000. While Colma's home prices are below countywide averages for single-family homes, yet above the prices for multi-family homes are slightly higher. A Despite the seemingly more reasonable prices, the median home in Colma is still unaffordable to most households making less than the median income.

Table H-16: Ability to Pay for For-Sale Housing

	Annual Income	Maximum Affordable Home Price	Median Home Sale Price	Affordability Gap
Single Person Household				
Extremely Low Income	\$38,400	\$142,016	\$1,180,000	-\$1,037,984
Very Low Income	\$63,950	\$236,509	\$1,180,000	-\$943,491
Low Income	\$102,450	\$378,895	\$1,180,000	-\$801,105
Median Income	\$104,700	\$387,216	\$1,180,000	-\$792,784
Moderate Income	\$125,650	\$464,697	\$1,180,000	-\$715,303
Four Person				
Extremely Low Income	\$54,800	\$202,669	\$1,180,000	-\$977,331
Very Low Income	\$91,350	\$337,844	\$1,180,000	-\$842,156
Low Income	\$146,350	\$541,253	\$1,180,000	-\$638,747
Median Income	\$149,600	\$553,272	\$1,180,000	-\$626,728
Moderate Income	\$179,500	\$663,853	\$1,180,000	-\$516,147

Source: HCD State Income Limits 2021 and State CDBG and HOME Income Limits www.hsh.com/calc-howmuch.html

Note: Maximum Affordable House Price is based on the following assumptions: 5% interest rate; 30-year fixed loan; 50% Yearly Salary as Down Payment; 1% property tax; PMI, .5% insurance rate; and no other monthly payments/debt.

Extremely limited rental data is available for Colma due to the very small number of homes. According to this limited data, Colma's rental prices for one- and two-bedroom apartments are higher than the countywide averages for apartments of a similar size.

Table H-17: Summary of 2022 Rents

Bedrooms	Colma	County
Studio	<u>no data*</u>	\$2,025
One Bedroom	\$2,797	\$2,618
Two Bedroom	\$3,627	\$3,469
Three Bedroom	<u>no data*</u>	\$4,300
Four Bedroom	<u>no data*</u>	\$6,188

Source: Zumper Rent research

Overpayment for Housing

A household ~~that is considered to be~~ overpaying for housing if ~~they spend~~ more than 30 percent of their income ~~is spent~~ on rent or mortgage payments. ~~In Figure H-3, data from ABAG shows that more than half of the Colma residents are utilizing less than 30% of their income for housing. 19% of renters and 26% of homeowners are utilizing between 30% and 50% of their income towards housing. While 28% of renters and 13% of homeowners are utilizing more than half of their income towards housing costs. Numbers from this figure show that at least half of the residents in Colma whether renting or owner are not severely cost-burdened related to housing costs.~~

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Figure H-3: Overpayment (Cost Burden) by Tenure



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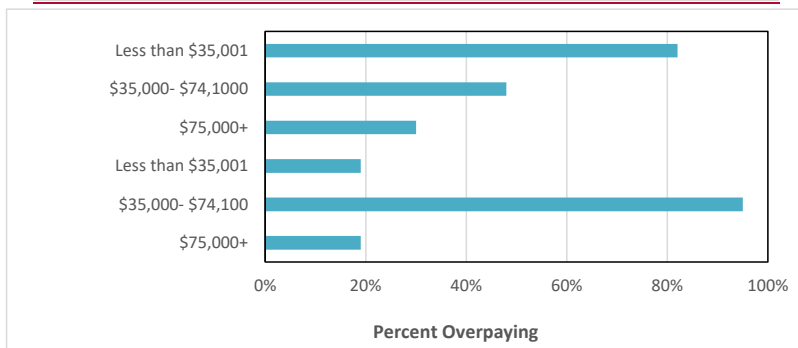
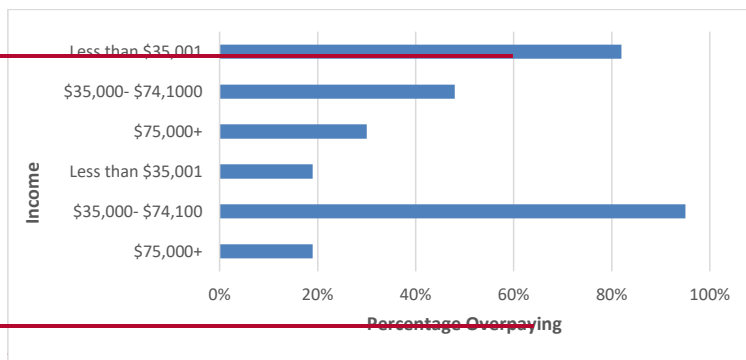
Source: ABAG Housing Needs Data Workbook

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~~According to the Table H-18, A approximately most~~ 48 percent of Colma residents ~~making earning~~ under \$75,000 annually are overpaying for homeownership, ~~and even~~ 30 percent of those making more than \$75,000 are overpaying for their homes. Almost 95 percent of the lowest income renters, those making under \$35,000, are overpaying on rent, and almost 57 percent of those making under \$75,000 are overpaying as well.

If there is not enough affordable housing in Colma, ~~lower income lower income people households~~ may choose to ~~live elsewhere~~ relocate out of the area and commute into the city to work. Those who do live in Colma may ~~need to~~ live in overcrowded homes and have extremely limited ~~finances money to dedicate towards for~~ other necessities such as food, transportation, and medical care. Extremely low-income households paying more than 50 percent of their income towards housing are at greater risk ~~offer~~ becoming homeless.

Figure H-3: Households Overpaying for Housing by Income



Source: US Census, 2020 American Community Survey 5-Year

Table H-18: Households Overpaying for Housing

Occupant	Income	Colma		County	State
		Number	Percent	Percent	Percent
Owner_occupied- occupied	Less than \$35,000	9	82%	80%	73%
	\$35,000-\$74,999	16	48%	52%	48%
	\$75,000+	58	30%	20%	17%
Renter_occupied	Less than \$35,000	40	95%	91%	91%
	\$35,000-\$74,999	16	57%	88%	65%
	\$75,000+	30	19%	23%	15%

Source: US Census, 2020 American Community Survey 5-Year
 Note: Excludes Households with no income or cash rent.

Table XX: Cost Burdened Owners and Renters

Income-by-Cost Burden	Cost Burdened	Extremely Cost Burdened	Total
Household Income less than or = 30% HAMFI	44	40	75
Household Income >30% to less than or = 50% HAMFI	35	20	50
Household Income >50% to less than or = 80% HAMFI	30	10	75
Household Income >80% to less than or = 100% HAMFI	39	4	65
Household Income >100% HAMFI	15	0	210
Total	163	68	475

Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS), 2014-2018 release

Notes: HUD Area Median Family Income.

Cost burdened: spending more than 30% of their gross income on housing costs.

Extremely cost burdened: spending more than 50% of their gross income on housing costs.

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Figure H-4: Overpayment (Cost Burden) by Tenure



In Figure H-4, data from ABAG show in owner-occupied and renter units, more than half of Colma residents are utilizing no more than 30% of their income for housing. 19% of renters and 26% of homeowners are utilizing more than 30% up to 50% of their income towards housing. While 29% of renters and 13% of homeowners are utilizing more than half of their income towards housing costs. Numbers from this figure show that at least half of the residents in Colma whether renting or owner are not severely cost-burdened related to housing costs.

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HOUSING CHARACTERISTICS

PHYSICAL CHARACTERISTICS

Colma's housing stock has grown even faster than its population. In 2010, Colma had 446 homes, and by 2020 it had 558 homes - an increase of ~~8% percent~~. Most of the homes in Colma are single-family detached buildings. There are two townhome/attached ~~single family~~ ~~single-family~~ developments and ~~one a~~ ~~V~~ ~~veterans~~ housing development with a ~~combined~~ total of 147 units which account for 26% of the total housing units. Close to 47% of ~~the~~ homes in Colma have three bedrooms. ~~41%~~ ~~41%~~ of the homes have 1-2 bedrooms.

According to 2020 data from the American Community Survey, Colma has a vacancy rate of 13%. About 14% of those units are vacant for seasonal, recreational or occasional use. The other 86% are classified as "other vacant". The Census Bureau classifies vacant units as "other vacant" if they are vacant due to foreclosure, personal/family reasons, legal proceedings, repairs/renovations, abandonment, preparation for being rented or sold, or vacant for an extended absence for reasons such as a work assignment, military duty, or incarceration. A housing market with a vacancy rate under five percent is considered to be a tight market. Tight markets can lead to high housing prices and thus higher rates of overcrowding.



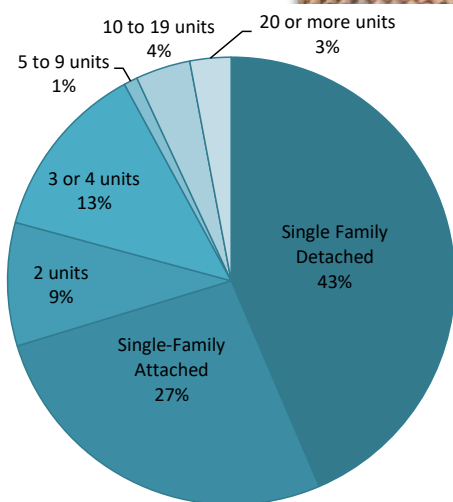
A remodeled historic single family home (right) and duplex units (top) in Colma's Sterling Park neighborhood.



According to 2020 data from the American Community Survey, Colma has a vacancy rate of 13%. About 14 percent of those units are vacant for seasonal, recreational or occasional use. The other 86% are classified as "other vacant". The Census Bureau classifies vacant units as "other vacant" if they are vacant due to foreclosure, personal/family reasons, legal proceedings, repairs/renovations, abandonment, preparation for being rented or sold, or vacant for an extended absence for reasons such as a work assignment, military duty, or incarceration. A housing market with a vacancy rate under five percent is considered to be a tight market. Tight markets can lead to high housing prices and subsequent higher rates of overcrowding.

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Figure H-543: Building Type Chart



Source: US Census, 2010 American Community Survey 5-Year Estimates

Table H-1919: Total Housing Units

Year	Colma		County		State	
	Number	Percent Change	Number	Percent Change	Number	Percent Change
2010	491	no data*	270,039	no data*	13,552,624	no data*
2020	558	17.0%	278,756	3.2%	14,210,945	5%

Source: US Census, 2010 American Community Survey 5-Year Estimates
2010 US Census SF1, 2020 American Community Survey 5-Year Estimates

Table H-200 Tenure Type

Year	Occupant	Colma	County	State
2010	Percent Owners	53.6%	61.1%	57.4%
	Percent Renters	46.4%	38.9%	42.6%
2020	Percent Owners	49.5%	59.9%	55.3%
	Percent Renters	50.5%	40.1%	44.7%

Source: US Census, 2010 American Community Survey 5-Year Estimates
US Census, 2020 American Community Survey 5-Year Estimates

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Table H-211: Building Type

Building Type	Colma	County	State
Single-Family Detached	43.9%	56.5%	57.7%
Single-Family Attached	26.7%	8.4%	7.1%
2 units	8.8%	2.5%	2.4%
3 or 4 units	13.1%	4.5%	5.4%
5 to 9 units	0.7%	6.4%	5.9%
10 to 19 units	3.6%	5.9%	5.1%
20 or more units	3.2%	14.7%	12.6%
Mobile Home or Other	0%	1.2%	3.7%
Total	558	278,756	14,210,945

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04,
Town of Colma Building Permit records, San Mateo County Assessor's Records

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Table H-222: Bedrooms

Bedrooms	Colma	County	State
No bedroom	0%	4.9%	4%
1 bedroom	22.2%	15.2%	4.0%
2 bedrooms	19.2%	25.4%	4.3%
3 bedrooms	46.6%	33.0%	11.8%
4 bedrooms	10.0%	16.8%	19.1%
5 bedrooms	2.0%	4.7%	19.4%
Total	558	278,756	14,210,945

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04.

Table H-23: Vacancy Rate

Year	Colma	County	State
2010	4.3%	5.3%	8.6%
2020	13.1%	5.5%	7.8%

Source: US Census, 2010 American Community Survey 5-Year Estimates, Table DP04; US Census, 2020 American Community Survey 5-Year Estimates, Table DP04

Vacancy rates in Colma by tenure are shown in Table H-243. While this table shows vacancy rates at 0% for the years 2016 to 2020, there are 63 units that are categorized as other vacant and 10 homes categorized as for seasonal, recreational, or occasional use. The Town does not currently allow for short-term rentals as dwelling units defined in the municipal code as means a building or portion thereof designed or used for occupancy for no fewer than 30 consecutive days by persons living as one household. The 10 vacant homes could be second homes or vacation homes. However, it is uncertain where or what the 63 units categorized as vacant could be. As part of the annual reporting and Program 7.1 Neighborhood Improvement, the Planning Department and Code Enforcement Office will assess where and which units in town appear to be vacant. The City Council decided not to adopt an ordinance on short-term rental because there was minimal concern that it would reduce the housing inventory. Instead, the existing definition of dwelling unit was revised to state that occupancy for no fewer than 30 consecutive days by persons living in a household.

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Table H-23: Vacancy Rate 2016-2020

**Table H-23: Vacancy Rate 2016, 2020
-24: Vacancy Rate 2016-2020**

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Vacancy Rates (2016-2020) Year	Colma		County		State	
	Homeowner Vacancy	Renter Vacancy	Homeowner Vacancy	Renter Vacancy	Homeowner Vacancy	Renter Vacancy
2016	0%	0%	0.6%	2.6%	1.3%	3.8%
2017	0%	0%	0.6%	3.0%	1.2%	3.6%
2018	0%	0%	0.6%	3.6%	1.2%	3.5%

2019	0%	0%	0.6%	3.9%	1.1%	3.6%
2020	0%	0%	0.7%	4.5%	1.1%	3.7%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04.

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HOUSING STOCK CONDITIONS

In addition to issues with affordability and overcrowding, housing can have physical problems such as age or lack of facilities. One of the best ways to assess the condition of the housing stock is through a windshield tour. However, ~~barring that~~, the ~~Ce~~census gives some useful information as to the status of housing ~~stock~~.

Approximately ~~35%-percent~~ of Colma's housing stock has been built since 2000. This ~~percentage is is an~~ extremely high ~~percentage; :- for comparatively, is on only~~ approximately nine percent of San Mateo County's housing stock has been built since 2000. ~~An additional 48% percent~~ of Colma's housing stock was built in the 1950s or earlier. Older housing can be more expensive to maintain and renovate.

Table H-24: Year Structure Was Built

	Colma	County	State
<u>Built in 2014 or more recently</u>	<u>0.4%</u>	<u>2.3%</u>	<u>2.4%</u>
<u>Built in 2010 to 2013</u>	<u>0.0%</u>	<u>1.6%</u>	<u>1.8%</u>
<u>Built in 2000s</u>	<u>34.9%</u>	<u>5.3%</u>	<u>10.9%</u>
<u>Built in 1990s</u>	<u>5.9%</u>	<u>6.2%</u>	<u>11.0%</u>
<u>Built in 1980s</u>	<u>7.3%</u>	<u>9.6%</u>	<u>15.1%</u>
<u>Build in 1970s</u>	<u>2.2%</u>	<u>17.3%</u>	<u>17.5%</u>
<u>Built in 1960s</u>	<u>0.9%</u>	<u>17.2%</u>	<u>13.2%</u>
<u>Built 1950s or Earlier</u>	<u>48.3%</u>	<u>40.5%</u>	<u>30.1%</u>

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04

The ~~Ce~~census tracks other housing problems, including a lack of plumbing and kitchen facilities. ~~In Colma, the data shows and found~~ four homes lacking complete kitchen facilities and four homes lacking telephone service in Colma.

Under the Policies, Programs, and Objectives Table, Policy 7 will help identify the condition of existing housing stock and estimate the number of units in need of rehabilitation or replacement. By identifying units that need repair, this policy will help with the conservation of existing housing stock and improve housing conditions for the resident. As a result, the Town

can have a better gauge of how many housing units are in disrepair. This policy will be a joint effort between the Planning Department and Code Enforcement Officer.

Table H-244: Year Structure Was Built

	Colma	County	State
Built in 2014 or more recently	0.4%	2.3%	2.4%
Built in 2010 to 2013	0.0%	1.6%	1.8%
Built in 2000s	34.9%	5.3%	10.9%
Built in 1990s	5.9%	6.2%	11.0%
Built in 1980s	7.3%	9.6%	15.1%
Built in 1970s	2.2%	17.3%	17.5%
Built in 1960s	0.9%	17.2%	13.2%
Built 1950s or Earlier	48.3%	40.5%	30.1%
Total	558	278,756	14,210,945

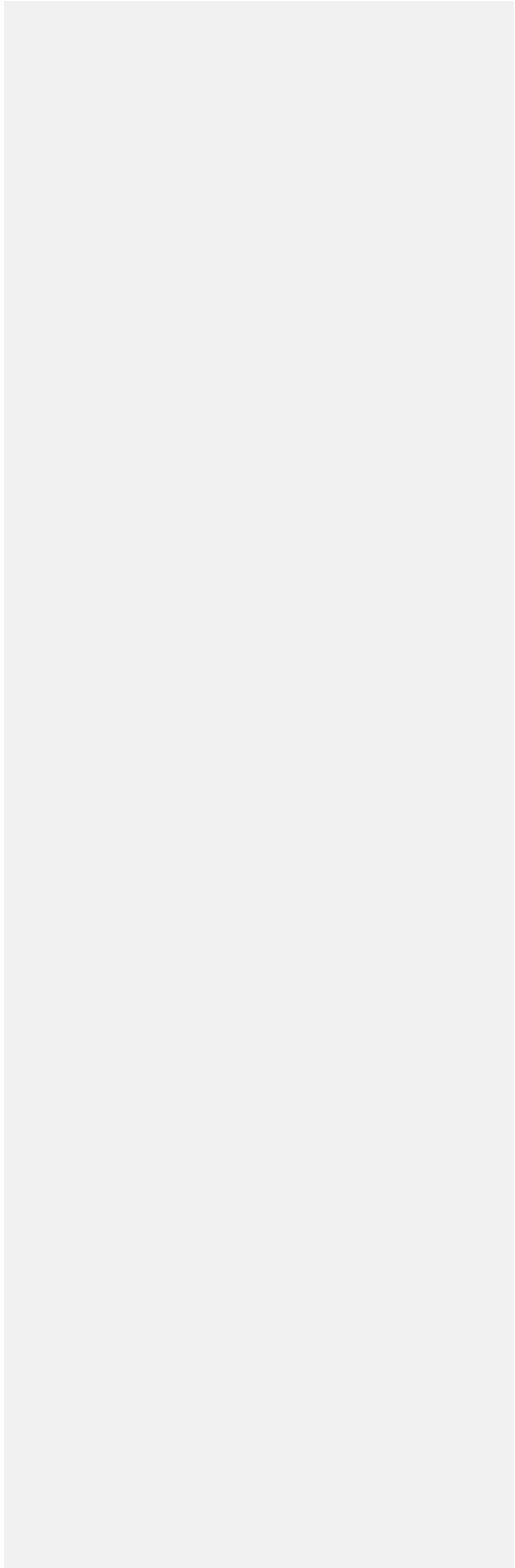
Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04

Table H-255: Number of Potential Housing Problems

	Colma		County	
	Number of Homes	Percent	Number of Homes	Percent
Lacking complete plumbing facilities	0	0.0%	664	0.3%
Lacking complete kitchen facilities	4	0.8%	2,428	0.9%
No telephone service available	4	0.8%	3,384	1.3%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP04

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BELOW MARKET RATE HOUSING TRENDS AND CHARACTERISTICS

Units offered at rents or sale prices below that which they would command on the open market are referred to as “below-market rate” or BMR units. They are also often referred to as “affordable housing” units. Approximately 47 percent of Colma’s households make more than a moderate income, ~~while another 42 percent of Colma’s households~~ are lower-income. Approximately 18 percent of all households are considered low-income, 11 percent are very low income, and 14 percent are extremely low income.

~~Creekside Villas. There consists of are~~ 18 units ~~that were developed~~ by the Town of Colma with monies from the Town’s general fund in the early ~~1990’s-1990s~~. The units, located along El Camino Real, are reserved for senior tenants. The below-market rate rents collected from these housing units are paid into the general fund. ~~Creekside Villas is considered low risk for market rate conversion and do not currently have an expiration date for conversion.~~

~~The Town also purchased one housing unit within a multi-unit complex at 1365 Mission Road and has dedicated it as a below-market rate unit, renting it to qualifying very low to moderate income households. In October 2022, the Town decided to put this unit for sale and according to HCD, this property as exempt from the Surplus Land Act.~~

~~In the last housing cycle, Veterans Village, a 65-unit affordable housing development for Veterans was built and completed using National Equity Fund (NEF) invested Housing Credit equity. Currently, 31 units are allotted for very low-income households, and 34 units are for low income households. This property is considered a Low Income Housing Tax Credit property (LIHTC), is considered low for market rate conversion and the current agreement will not expire until 2071.~~

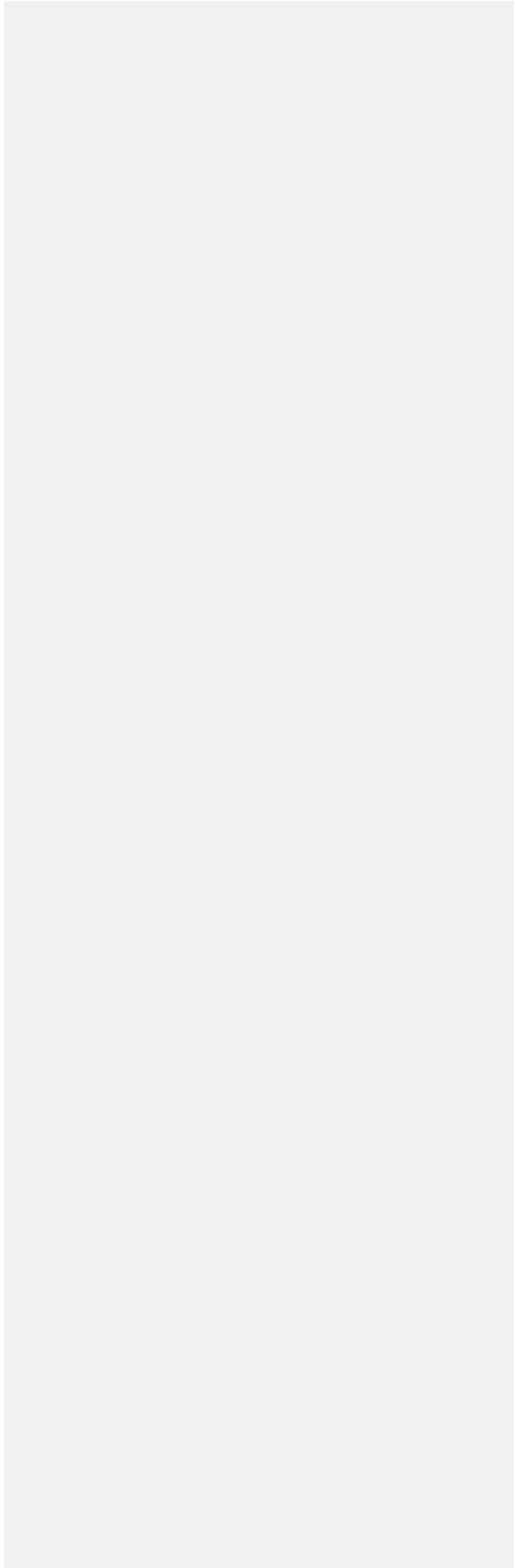
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POTENTIAL LOSS OF SUBSIDIZED UNITS

Government Code Section 65583 requires local jurisdictions to address the potential conversion of multi-family rental housing that receives governmental assistance under federal programs, state and local multi-family revenue bond programs, or local density bonus programs to no low-income housing use. There are no locally subsidized units at risk in Colma, as the Town has not issued mortgage revenue bonds, has ~~not approved not approved~~ any density bonus units with financial assistance, and has not assisted multi-family housing with redevelopment or CDBG funds.

|



HOUSING NEEDS

DETERMINATION OF HOUSING NEEDS

The Regional Housing Needs Allocation (RHNA) process addresses housing needs across income levels for each jurisdiction in California. All of the Bay Area's 101 cities and nine counties are given a share of the Bay Area's total regional housing need. The Bay Area's regional housing need is allocated by the California Department of Housing and Community Development (HCD) and finalized through negotiations with the Association of Bay Area Governments (ABAG). San Mateo County jurisdictions, through a unique process different from other Bay Area counties, collaboratively developed a formula to divide up San Mateo County's overall housing allocation among the 21 jurisdictions in the county.

Table H-266: Regional Housing Needs Allocation (2023-2031) – 6th Cycle

	Very Low Income ($<50\%$ of AMI)	Low Income ($50-80\%$ of AMI)	Moderate Income ($80-120\%$ of AMI)	Above Moderate Income ($>120\%$ of AMI)	Total
Atherton	94	54	56	144	348
Belmont	448	281	283	733	1,785
Brisbane	317	183	303	785	1,588
Burlingame	863	497	529	1,368	3,257
Colma	44	25	37	96	202
Daly City	1,336	769	762	1,971	4,838
East Palo Alto	165	95	159	419	829
Foster City	520	299	300	777	1,896
Half Moon Bay	181	104	54	141	480
Hillsborough	155	89	87	223	554
Menlo Park	740	426	496	1,284	2,946
Hillsborough	575	331	361	932	2,199
Pacifica	538	310	291	753	1,892
Portola Valley	73	42	39	99	253

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Redwood City	1,115	643	789	2,041	4,588
San Bruno	704	405	573	1,483	3,165
San Carlos	739	425	438	1,133	2,735
San Mateo	1,777	1,023	1,175	3,040	7,015
South San Francisco	871	502	720	1,863	3,956
Woodside	90	52	52	134	328
Unincorporated or partially incorporated San Mateo County	811	468	433	1,121	2,833

Source: Association of Bay Area Governments, Final RHNA Allocation Report 2023-2031

According to the RHNA, Colma will need to ensure there is land available for a total of 202 new units between 2023 and 2031. Approximately 48 percent of those units will be for households making more than moderate income, 18 percent will be for households making moderate income, 12 percent for low-income, and 22 percent for very low income.

The housing policies and programs set forth in this document are intended to reach the local housing objective of 202 units within the 2023 to 2031 period.

SPECIAL HOUSING NEEDS

Certain groups have greater difficulty in finding decent, affordable housing due to their special circumstances. Special circumstances may be related to employment and income, family characteristics, disability, and/or household characteristics.

State Housing Element law states that special needs groups include the following: senior households, disabled persons, developmentally delayed persons, large households, female-headed households with children, students, homeless persons, and farmworkers. This section provides a discussion of the housing needs facing each group.

Currently, the Zoning Code allows for multiple dwelling units of up to six units such as residential care facilities with a Use Permit in residential, commercial, and planned development zones provided that the residential density does not exceed that specified in the Colma General Plan. This process involves review from the Planning, Building, Engineering/Public Works, and Colma Fire Protection District. Once the departments review the application, the project will have to go up to City Council for approval. For dwelling units over seven, the project must be either in a PD zone or re-zone to a PD. This process could provide a constraint of housing for persons with disabilities, as this involves a discretionary process. With the establishment of the new Housing Element Zoning overlay, the barriers to this type of housing are removed.

HOUSING NEEDS FOR SENIOR RESIDENTS

Seniors face many housing challenges as they age, including a fixed budget, higher medical costs, and greater likelihood of disabilities. According to the US Census 2020 American Community Survey, it is estimated that 13.9% of Colma's population is over the age of 65 (about 208 individuals).

The Town of Colma owns 18 Senior Housing Units, located on El Camino Real



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~~*The Town of Colma owns 18 Senior Housing Units, located on El Camino Real*~~

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Seniors face many housing challenges as they age, including a fixed budget, higher medical costs, and greater likelihood of disabilities. According to the US Census 2020 American Community Survey, it is estimated that 13.9% of Colma's population is over the age of 65

The Town of Colma owns 18 Senior Housing Units, located on El Camino Real (about 208 individuals):

Roughly 25% Almost a quarter of the seniors in Colma have incomes higher than \$100,000, but almost half the seniors have an income below \$50,000. The US Census 2020 American Community Survey estimates that approximately 20% of the population over the age of 65 in Colma isare in poverty.

Seniors in Colma, like seniors in San Mateo County at large, are significantly more likely to be homeowners than renters. Thus, housing concerns for seniors in Colma might include retrofits to allow seniors to age in place (stay in their current home as they get older). Often, homeownership means greater housing security. According to ABAG MTC, all seniors making less than 30% of AMI are spending the majority of their income on housing. For seniors making more than 100% of AMI, 46.2% spend less than 30% of their income on housing and are considered as not cost-burdened by housing costs.

As the large baby boomer population ages, Colma, like the rest of San Mateo County, is expected to see a growing senior population. According to the “Key Housing Trends in San Mateo County” document, the County can expect to see a 76% increase in the number of seniors. A key challenge in the coming years will be how to accommodate the needs of aging residents. For more information about senior trends and preferences, refer to the 2013 “Key Housing Trends in San Mateo” report in Appendix A.

Table H-2727: Senior Households by Tenure (2020)

	Occupant	Colma	County	State
All Ages	Owners	49.5%	59.9%	55.3%
	Renters	50.5%	40.1%	44.7%
	Total	485	263,351	13,103,114
Age 65-74	Owners	54.3%	79.2%	75%
	Renters	45.7%	20.7%	25%
	Total	35	37,482	1,834,659
Age 75-84	Owners	57.7%	80.6%	75%
	Renters	42.3%	19.3%	25%
	Total	52	20,016	922,510
Age 85 +	Owners	62.5%	74.3%	68.3%
	Renters	37.5%	25.6%	31.7%
	Total	8	11,465	441,681

Source: US Census, 2020 American Community Survey 5-Year Estimates

Notes: Seniors are age 65 +

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PEOPLE LIVING WITH DISABILITIES

People with disabilities face many challenges when looking for housing. There is a limited supply of handicap accessible, generally affordable housing, and the supply is especially tight near transit. Being near transit is important because many people with disabilities cannot drive. People with disabilities are also often extremely low-income due to the challenge of securing long-term employment, and to higher medical bills. Additionally, because some people with disabilities, particularly developmental disabilities, have lived with their parents and they often do not have rental or credit history. This makes it harder for them to compete for the limited housing that is available.

PEOPLE WITH DEVELOPMENTAL DISABILITIES

SB 812 requires Housing Elements to include an analysis of the special housing needs of people with developmental disabilities. Additionally, SB 812 requires that individuals with disabilities receive public services in the least restrictive, most integrated setting appropriate to their needs.

The State Welfare and Institutions Code (Section 4512) defines a “developmental disability” as a disability that originates before an individual becomes 18 years of age, can be expected to continue indefinitely, and constitutes a substantial disability for that individual, which includes retardation, cerebral palsy, epilepsy, and autism. Due to the rise of autism spectrum disorders (ASD), the Housing Element is required to address and analyze the housing needs of persons with developmental disabilities, and to identify resources to serve this population. California defines developmentally disabled as “severe and chronic disability that is attributable to a mental or physical impairment”. The disability must begin before the person’s 18th birthday, be expected to continue indefinitely, and present a substantial disability.” Some developmental disabilities cause mental retardation, and some do not. Common developmental disabilities include Down’s syndrome, autism, epilepsy, and cerebral palsy.

People with developmental disabilities in San Mateo County have various diagnoses. The common ones are summarized below. Because people can have multiple diagnoses, the numbers total more than 100 percent.

Table H-2828: Type of Developmental Disability (2020)

Developmental Disability	Percent
Mild/Moderate Mental Retardation	43.3%
Autism	25.9%
Epilepsy	14.7%
Cerebral Palsy	14.4%
Severe/Profound Mental Retardation	9.5%

Source: Golden Gate Regional Center, 2020 Performance Report

People with developmental disabilities tend to be younger than the general population. There are several reasons for this. For some diagnoses there is a shorter life expectancy. More importantly, starting in the 1990s there was an “autism wave” with many more young people being diagnosed with the disorder, for reasons that are still not well understood. The racial demographics of the developmentally disabled population mirror that of the population of the Bay Area.

Table H-2929: Age of People with Development Disabilities (2020)

Age Range	People with Developmental Disability (Colma)
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Under 18	4
Over 18	6

Source: California Department of Developmental Services, Consumer Count by California ZIP Code and Age Group (2020)

Notes:

-The California Department of Developmental Services is responsible for overseeing the coordination and delivery of services to more than 330,000 Californians with developmental disabilities including cerebral palsy, intellectual disability, Down syndrome, autism, epilepsy, and related conditions.
 -The California Department of Developmental Services provides ZIP code level counts. To get jurisdiction-level estimates, ZIP code counts were cross walked to jurisdictions using census block population counts from Census 2010 SF1 to determine the share of a ZIP code to assign to a given jurisdiction.

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Many people with developmental disabilities are unable to secure long-term employment. This results in many people relying on Supplemental Security Income (SSI) and many earn 10-20 percent of the Area Median Income (AMI).

People with developmental disabilities have various housing needs and housing situations. All Colma residents with disabilities live with a parent or legal guardian.

Table H-293030: Living Arrangements of People with Developmental Disabilities

Lives with	Number (Colma)
Home of Parents/Family/Legal Guardian	9
Community Care Facility	0
Foster Family Home	0
Independent/Supportive Living	0
Intermediate Care Facility	0
All Others	0

Source: California Department of Developmental Services, Consumer Count by California ZIP Code and Residence Type (2020)

Notes:

-The California Department of Developmental Services is responsible for overseeing the coordination and delivery of services to more than 330,000 Californians with developmental disabilities including cerebral palsy, intellectual disability, Down syndrome, autism, epilepsy, and related conditions.
 -The California Department of Developmental Services provides ZIP code level counts. To get jurisdiction-level estimates, ZIP code counts were cross worked to jurisdictions using census block population counts from Census 2010 SF1 to determine the share of a ZIP code to assign to a given jurisdiction.

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Trends that are affecting people with developmental disabilities include California's moves to reduce institutionalization, aging family caregivers not being able to continue providing in-house care and the growing wave of people with autism.

- **Deinstitutionalization** – In 1969~~77~~, California, passed the Lanterman Developmentally Disabilities~~ed~~ Services Act, to minimize the institutionalization of developmentally disabled people, help them remain in their communities, and~~to~~ allow them to live their lives as similar to non-disabled people as possible. To accomplish this, the state has been closing large institutional care facilities, resulting in more people with disabilities being integrated into the community. However, this has increased the demand for community~~-~~based independent living options to serve the needs of the developmentally disabled.
- **Aging Baby Boomers Unable to Care for their Children with Developmental Disabilities** – As displayed in the ~~-~~Table H-30~~table~~ below, ~~there is an estimated almost three-quarters of~~39 people ~~between the ages of 18 to 64~~ with developmental disabilities ~~that live in Colma. Often those who have disabilities~~ live with a parent or caregiver, and many of these caregivers are baby boomers. As these caregivers age their ability to continue to care for their developmentally disabled children will decrease to the point where it is no longer possible. This trend is also going to be a factor in the increased need for community-based independent living options for the developmentally disabled. Many service delivery systems and communities are not prepared to meet ~~this~~e increasing need.
- **Increasing Numbers of People with Autism** - There is a large number of people with developmental~~ly~~ disabilities that have autism. They have been brought up as independent members of the community and want to remain independent and involved in the community. There is an ~~impeding-coming~~ need to supply community~~-~~based independent living options for these individuals.

OTHER DISABILITIES AND POLICY RECOMMENDATIONS

~~People in Colma have non-developmental disabilities, such as hearing disabilities or vision disabilities, as well. Some residents have both developmental and non-developmental disabilities. Some residents of the Town of Colma have both developmental and non-developmental disabilities, including hearing and vision disabilities.~~

~~A~~~~n~~ Colma, almost half of the senior population ~~in the Town of Colma~~ has ~~a~~some kind of disability, ~~and~~ ~~n~~ine percent of the total population in the county has some ~~form~~kind of disability. The most common disabilities in the Town are ambulatory disabilities (approximately ~~7%~~seven percent of the population) and independent living disabilities (approximately ~~six~~ percent~~6%~~ of the population~~t~~).

Table H-3014: Age and Type of Disability

	Number			Percent		
	Colma	County	State	Colma	County	State
Under 18 with Disability	0	3,919	306,806	0.0%	2.5%	3.4%
Age 18-64 with Disability	39	23,680	1,944,580	4.1%	4.9%	8.0%
Age 65 + with Disability	94	34,818	1,895,565	45%	28.6%	34.2%
Any Age with Any Disability	133	62,417	4,146,951	9.0%	8.2%	10.7%
Any Age with Hearing Disability	19	19,065	1,147,500	1.3%	2.5%	3.0%
With Vision Disability	14	10,500	778,145	0.9%	1.4%	2.0%
With Cognitive Disability	65	22,911	1,585,969	4.8%	3.2%	4.4%
With Ambulatory Disability	92	30,648	2,118,765	6.8%	4.3%	5.8%
With Self Care Disability	25	14,141	964,579	1.8%	2.0%	2.6%
With Independent Living Disability	74	26,339	1,654,210	6.4%	4.4%	5.5%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table S1810.

Note: Some people may have multiple disabilities

The three major needs for people with disabilities are low cost (subsidized) rents, handicap~~ped~~ accessible homes, and buildings near public transportation. These needs are very similar to the desires of other segments of the population. Policies that promote affordable housing ~~are~~ generally ~~are~~ also ~~beneficial~~ good for the disabled community. Specific recommendations from the Golden Gate Regional Center (with a note ~~on~~ Colma's actions or programs) include:

- Jurisdictions assisting with site identification for low-income developments (Colma's Program 5.5, regular meetings with non-profit developers, Program 3.2, Density Bonus allowance and Program 4.3, Emergency Shelters)-
- Policies to promote accessible homes (Colma's ~~s~~ Program 4.1, Reasonable Accommodation and enforcement of building codes related to accessibility)-
- Inclusionary zoning (Colma's Program 3.7, Inclusionary Housing)-
- Second units (Colma's Program 2.1), Second Unit Ordinance)-
- Accessory Dwelling Units (Colma's Program 2.2)-
- Mixed use zoning (Colma's Program 3.3, High Density Housing near BART)-

Additionally, some people with developmental disabilities need supportive housing that is affordable and located near public transit. In supportive housing, additional services are provided at the home.

In the Town's zoning code, it defines the word family interchangeably with household. The household definition does not mention disability nor does the Zoning Code require spacing or concentration requirements for housing for persons with disabilities. In Subchapter 5.15 of the Colma Municipal Code, the Town describes the requests for reasonable accommodation in housing process. This process includes any request for reasonable accommodation may be made by any person with a disability, their representative or entity, when the application of a zoning law, building code, or other land use regulation, policy, or practice acts as a barrier to fair housing opportunities. The request may include the elimination of regulatory barriers which include a modification or exception to Town rules, policies and procedures or to the standards and practices for the siting, development and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice. If a request is made, a review with other planning approvals such as a use permit, variance, design review permit, zone change, general plan amendment, or subdivision could be filed at the same time.

FEMALE-HEADED AND LARGE HOUSEHOLDS

Households headed by a single parent can have special needs due to the economic limitation of earning only one income, and the challenges of childcare without a partner. Although gender equality has made strides over the past 50 years, women continue to earn lower incomes than men. Therefore, female-headed households ~~in particular~~ have specific housing needs that must be addressed. Female-headed households can have special needs that ~~require~~ include low-cost housing, suitable for children and located near schools and childcare facilities. Innovative, shared living arrangements, including congregate cooking and childcare, ~~may~~ could also be appropriate.

Female-headed households comprise 28 percent of the households in Colma. The most vulnerable female-headed households can be those where women are living with children ~~but~~ without a partner. Colma has 90 such households, or 19 percent of the total number of households. Female-headed households are more likely to be living under the poverty line than other households: approximately eight percent of female-headed households in Colma are under the poverty line.

Table H-3221: ~~Female-Headed~~ Female-Headed Households

	Colma	County	State
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	Number	Percent		
Female living with own children, no partner husband	90	18.6%	23.5%	26.2%
Female living alone	48	9.9%	12.6%	13.1%
F Total Households	485	100%	263,351	13,103,114
Female Households Below Poverty Level in past 12 months	38	7.8%	4.2%	11.3%

Source: US Census, 2020 American Community Survey 5-Year Estimates, Table DP02, B17021

Large households are defined as households with five or more members living in the same home. Large households are a special needs group because of the difficulty ~~of~~ finding adequate and affordable housing. ~~The~~ higher costs required for homes with multiple bedrooms can result in larger families experiencing a disproportionate cost burden ~~compared to~~ the rest of the ~~population and~~ population and can increase the risk of housing insecurity.

In Colma, ~~145.2%~~ of large family households (~~5 or more family members~~) experience a cost burden of 30%-50%~~;~~ ~~There are no reported large family households that spend 50% or more on their income on housing.~~ ~~while 0.0% of households spend more than half of their income on housing.~~ ~~Some 19.4% of all other households have a cost burden of 30%-50%, with 13.6% of households spending more than 50% of their income on housing.~~

Table H-3323: Cost Burden by Household Size

Household Size	0%-30% of income Used for Housing	30%-50% of income Used for Housing	50% of Income sUsed for Housing
All other household types	256	74	52
Large Family (5+ persons)	67	12	0
Totals	323	86	52

Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release

Notes:

-Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is ~~select monthly owner costs~~, which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30% of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50% of monthly income.

HOUSING NEEDS FOR FARMWORKERS

Farmworkers are traditionally defined as persons whose primary incomes are earned through seasonal agricultural labor. Most jurisdictions in San Mateo County have no farms or

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farmworkers; however, there are 241 farms and 1,321 farmworkers in the county, primarily located in coastal communities. Of these 1,321 farmworkers, 123 are migrant workers and 343 work less than 150 days annually (and are therefore considered to be “seasonal labor”). Farm workers who are migrant or seasonal workers have special housing needs because of their relatively low income and the unstable nature of their job (i.e., having to move throughout the year from one harvest to the next). -These workers generally face higher rates of overcrowding and other substandard housing conditions. Continued efforts to provide affordable housing, especially affordable housing suitable for families, will help meet the needs of these fFarm workers.

The Town of Colma has several commercial container plant nurseries that operate year-round and offer their employees regular pay and benefits. -In addition, Colma has two small flower farms that are maintained by individual farmers that lease land and successfully sell their crops to local merchants.

Increasing the housing supply for farmworkers in Town can be achieved through ADUs or JADUs. In the G cemetery zoning district, upon issuance of a use permit, the City Council would allow for a single caretaker unit with or without an ADU or JADU (Colma Municipal Code (5.03.060)). Additionally, the R-S zoning district, allows for manufactured homes (R zone only), and with a use permit, existing multiple residences buildings, warehouses, and other facilities, all of which could be utilized for housing farmworkers (Colma Municipal Code 5.03.080).

Table H-3434: Farm workers in San Mateo County (2007-2017)

	2007	2012	2017
Total Farms	329	334	241
Land in farms (acres)	57,089	48,160	45,972
Hired Farm Labor	2,608	1,722	1,321
Migrant labor	24	88	123
Working > 150 days annually	1697	718	978
Working <150 days annually	911	329	343

Source: U.S. Department of Agriculture, Census of Farmworkers (2007, 2012, 2017), Table 7: Hired Farm Labor

HOUSING NEEDS FOR THE HOMELESS

All 21 jurisdictions within San Mateo County have adopted the ten-year HOPE Plan (Housing Our People Effectively: Ending Homelessness in San Mateo County), designed to end homelessness within ten years. The HOPE Plan adopts a Housing First policy, which seeks to move homeless people into permanent housing instead of shelters by increasing the stock of affordable and subsidized housing. Although the HOPE planners recognized that there is a lack of needed resources throughout the housing continuum, including emergency and transitional housing, the greatest need and the most effective use of new and/or redirected resources is for creating and sustaining quality affordable housing and supportive housing.

According to the 2019 San Mateo County One Day Homeless Count and Survey, ~~countywide homeless survey~~ there are 1,512 homeless people living in San Mateo County.

Table H-3545: Demographics of San Mateo County Homeless Population by Household Type

	Adult Only Household (73.4%)			Family Household (26.5%)		
	Emergency Shelter	Transitional Housing	Unsheltered	Emergency Shelter	Transitional Housing	Unsheltered
Gender						
Male	67.7%	62.2%	78.9%	39.7%	42.8%	46.8%
Female	30.8%	37.8%	21.2%	60.3%	57.2%	53.2%
Transgender	1.5%	0.0%	0.1%	0.0%	0.0%	0.0%
Race						
White	59.1%	55.4%	74.5%	41.2%	55.0%	75.8%
African American	20.7%	27%	8.9%	23.5%	14.0%	17.7%
Asian	6.1%	2.7%	0.0%	8.8%	6.6%	0.0%
American Indian/Alaskan Native	4.0%	2.7%	8.2%	7.4%	3.3%	1.6%
Native Hawaiian/Other Pacific Islander	7.6%	5.4%	0.1%	4.4%	11.1%	1.6%
Multiple Races	2.5%	6.8%	8.2%	14.7%	10.0%	3.2%
Ethnicity						
Hispanic	20.7%	27%	39.3%	41.2%	52%	27.4%
Non-Hispanic	79.3%	73%	60.7%	58.8%	48%	75.8%
Chronicity						
Chronic Homelessness	33.3%	0.0%	30.0%	4.4%	0.0%	0.0%

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Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

Note: May not total 100% due to rounding.

Table H-3656: Additional Demographics of San Mateo County Homeless Adult Population

	Emergency Shelter	Transitional Housing	Unsheltered
Veteran Population	14%	2%	4%
Alcohol / Drug Abuse	20.5%	10.4%	12%
History of Domestic Violence	4.5%	7.3%	12%
Severe Mental Illness	31.3%	23.8%	22.7%

Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

Note: May not total 100% due to rounding

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Table H-3767: County Homeless Population Location 2013-2019

Location	2013	2019	Change
Unsheltered			
On the Street	353	157	-55.5%
In Car	231	184	-20.3%
In RVs	392	494	+26.0%
In Tents/Encampments	323	66	-79.6%
Total	1,299	901	-30.6%
Sheltered			
In Emergency Shelter	272	266	-2.2%
In Transitional Housing	431	345	-20.0%
Total:	703	611	-12.4%

Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

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The ~~H~~homeless individuals in San Mateo are both sheltered, meaning they live in emergency shelters, transitional housing, treatment centers or ~~other~~-similar institutions, and unsheltered, meaning they are unhoused living live on the street, in encampments, or in a vehicle.

The number of homeless people living on the street in San Mateo County has decreased since 2013. However, the number living in an RV has risen by approximately 26 percent. The remaining 43 percent are considered sheltered homeless, and live in shelters, transitional housing, motels, or institutions.

~~The vast majority of~~Many homeless people are single adults (who may be living with another adult, but no children). Still, one-fourth of the sheltered homeless are families. Homeless persons in an adult only household were most likely to be unsheltered and male. In contrast, homeless family households were most likely to be in transitional housing and be headed by a female.

Table H-3878: Location where Homelessness Occurred

Location	County
Living in San Mateo County when became homeless	77%
Hometown in San Mateo County	44%

Source: San Mateo County Human Services Agency, Center on Homelessness, 2019 San Mateo County One Day Homeless Count and Survey

Quantification of Available Homeless Assistance Resources

Shelters and homeless assistance programs are the main resources available to homeless residents of San Mateo County. Colma helps to meet the needs of its homeless residents by providing financial support and appropriate referrals to local homeless assistance programs available in San Mateo County, including Shelter Network, the Human Investment Project, North Peninsula Food Pantry and Dining Center of Daly City, and the Second Harvest Food Bank. In addition, Colma permits development of a homeless shelter as permitted use in the Commercial (C) zone.

San Mateo County's Center on Homeless, a program overseen by the County Human Services Agency, coordinates the provision of homeless services within the County, including those by non-governmental entities. The Center on Homeless provides information to county residents ~~and, provides~~ referrals, administers self-sufficiency programs, and develops homeless resources. There are also several specialized shelters for persons with substance abuse problems, ~~and~~ mental illnesses, ~~as well as~~ victims of domestic violence and ~~for the~~ youth.

The nearest large homeless assistance facility is the Community Service Center in Daly City. The Center is a clearinghouse providing motel vouchers, bus tickets and referrals to the County's transitional shelters. In addition, this facility provides a Home Sharing service which keeps track of those with living quarters to share.

In May of 2013 City Council adopted Ordinance No. 720, allowing emergency shelters on all properties zoned for commercial use, without a conditional use permit or other discretionary permit, and establishing development standards including proximity to other shelters (no closer than 300 feet), vehicle parking for employees, bicycle parking, shelter capacity, client waiting areas, length of stay, screening of outdoor uses, exterior lighting, laundry facilities, and personal property storage applicable to emergency shelters. As defined, an emergency shelter is housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less.

Determination of Unmet Homeless Needs in Colma

As of the 2019 San Mateo Homeless Census, ~~eight~~ 8 unsheltered homeless people were counted in Colma. Homelessness is a regional issue and consideration of the homeless is important in formulating housing policy.

HOUSING NEEDS FOR EXTREMELY LOW-INCOME HOUSEHOLDS

Extremely Low Income (ELI) households earn 30 percent of the Area Median Income or less. According to the Department of Housing and Community Development 2022 State Income Limits, this amounts to an annual income of \$54,800 or below for a family of four in San Mateo County. Many ELI households live in rental housing and most likely face overpayment, overcrowding or substandard housing conditions. Some ELI households are recipients of public assistance such as social security insurance or disability insurance. Housing types available and suitable for ELI households include affordable rentals, secondary dwelling units, emergency shelters, supportive housing and transitional housing.

Emergency shelters are a permitted use in the Commercial "C" zone that is subject to both development and management standards listed in chapter 5 of the Town's municipal code. In addition, supportive and transitional housing uses are permitted by right in the "R" and "R-S" zones and permitted with a use permit in the "C" zone. These standards align with measures required by the State of California such as the six-month length of stay limit, and the requirement that no individual or household may be denied access because of inability to pay. Capacity for this use is not specified in the Town's zoning code.

Further, to comply with AB 101, the Town has added a new program to permit Low-Barrier Navigation Centers in the C Zone. Low-Barrier Navigation Centers as defined by Government Code 65660(a) is housing or shelter in which a resident who is homeless or at risk of homelessness may live temporarily while waiting to move into permanent housing.

There are 75 ELI households in Colma according to 2018 CHAS data. All Colma's ELI households face overcrowding, overpayment, and/or lack complete kitchen or plumbing facilities. As part of the zoning code update for 2023, the Town will identify and investigate the Single Room Occupancy (SRO) opportunities available for individuals that fall within the ELI category, specifically those who are senior citizens. The Housing Element includes a program to add a definition and standards to regulate SROs in town.

Currently, in the R-S zone, with a conditional use permit, existing multiple residence buildings, warehouses, and other facilities could be areas where SROs and similar types of housing can be utilized in Town. (Colma Municipal Code 5.03.080) As part of the zoning code update, the Town will identify areas in other parts of town where SROs can exist.

Table H-~~39389~~: Housing Needs for Extremely Low Income (ELI) Households in Colma

Household Category	Renter Households	Owner Households	Total Households
Total households any income	225	255	480
Total ELI households	60	15	75
ELI households with housing problems	3560	15	5075
ELI households with cost burden (paying 30% or more of income)	2949	1568	4417
ELI households with cost burden (paying 50% or more of income)	2510	1518	4028

Source: HUD Comprehensive Housing Affordability Strategy (2014-2018)

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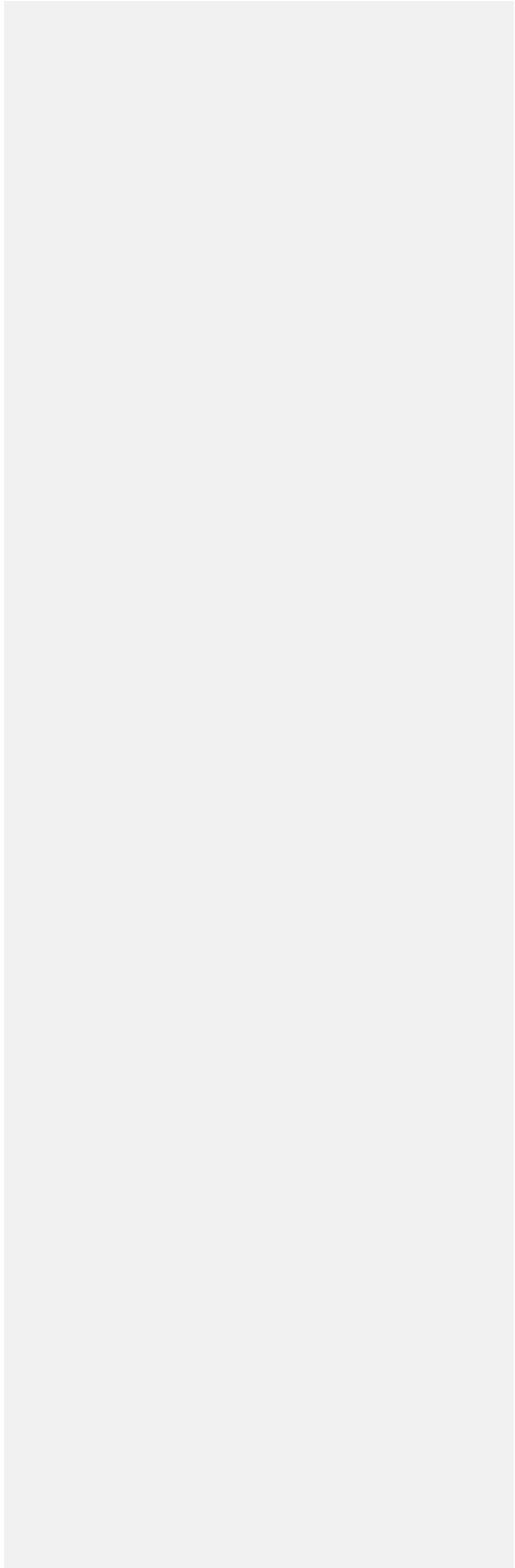
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HOUSING ELEMENT PUBLIC PARTICIPATION

~~For the 6th cycle of the Housing Element, New requirements for this cycle of the Housing Element,~~ State law requires jurisdictions to make a “diligent effort to achieve public participation of all economic segments of the community” when preparing a housing element (Government Code 65583(c)(7)). State law requires jurisdictions to take active steps to inform, involve, and solicit input from the public, particularly groups and organizations representing the interests of lower-income and minority households that might otherwise not participate in the process.

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In previous Housing Elements, due to the small population of the ~~T~~town, outreach consisted of Council Study Sessions. Because of the new requirements, the Town decided on a more comprehensive outreach plan that includes ~~se~~ several methods both in-person and virtual, as well as utilizing traditional ~~media~~ and social media. By offering different ways ~~for~~ residents and other stakeholders ~~to can~~ provide input, the Town hopes ~~ed~~ to gain a better understanding of residents ~~representing~~ ~~covering~~ multiple demographics.

HOUSING ELEMENT FLYER

To promote the survey and outreach events, a flyer was created and sent to residents (360 households). This flyer included information for outreach events, the first City Council public hearing for the Housing Element, and a link ~~along~~ with a QR code to the survey. Written on the flyer, in English, ~~traditional~~ Chinese ~~(traditional)~~, Spanish, and Tagalog were translation services available to those who require language assistance. ~~Also written was~~ ADA assistance ~~was stated and offered in the flyer as well, upon request for those that require such accommodation.~~ Paper copies of ~~the~~ flyer were also available at various outreach events.

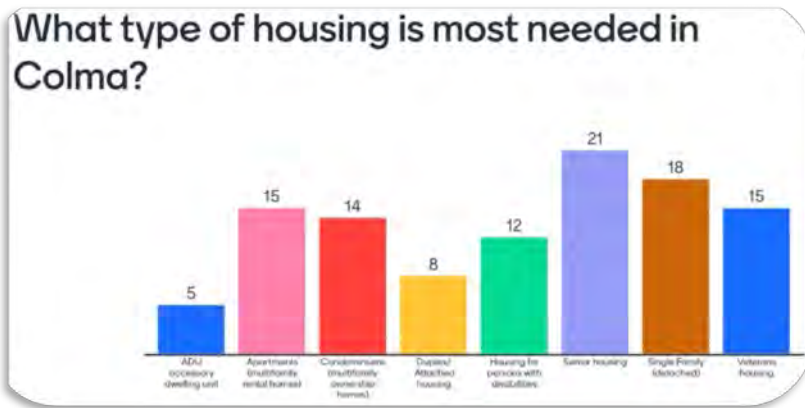
HOUSING ELEMENT WEBSITE AND SOCIAL MEDIA

In April 2022, the Town launched its Housing Element Update website (www.colma.ca.gov/housing-element) to provide an overview of the project, purpose for the update, key benefits for the update, an explanation of the Regional Housing Needs Allocation (RHNA), ways to participate in the update process, a housing element video, and links to the housing survey. The Town utilizes Facebook, Twitter, and Simplicity for announcements. Posts were made on each app promoting the Housing Element ~~U~~update and outreach events. ~~The Town will continue to update ethe website with housing element revisions as well as any other related updates.~~

HOUSING SURVEY

On April 8, 2022, the Town released a Housing Survey to assess current housing conditions, the community's priorities regarding future housing, and to gather information on housing constraints. This survey was available online using the Mentimeter app and paper copies were distributed at various outreach events in the month of April. The survey concluded on April 29, 2022. There were 44 responses. Participants included residents, those who work in Colma, and

those who neither live nor work in the Town. The survey indicated that over 70% of participants were satisfied with their current housing situation in Colma and would rate the physical condition of their unit as "excellent". Participants shared that the types of housing they felt were most needed in Colma are were Senior Housing, Single Family (detached homes), and Apartments (multifamily rental homes), Veterans Housing, and Condominiums (multifamily ownership homes).



The Town of Colma owns 18 Senior Housing Units, located on El Camino Real. This is an example of a

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OUTREACH EVENTS

- On April 12, 2022, planning staff participated in a barbeque at Veterans Village hosted by The American Legion. Town Staff and ~~Eric Duncan~~, the Resident Services Coordinator assisted with outreach by ~~helping~~ distributing flyers and surveys to each resident. Input from residents at Veterans Village is important because they represent a demographic that ~~has~~ currently live in affordable housing and has disabilities, ~~we~~ are formerly homeless, ~~or are~~ over 60 years old, ~~or~~ currently live in affordable housing.
- On April 16, 2022, the Town participated in an Easter event called Eggstravaganza hosted by the Colma Recreation Services Department at the Colma Community Center. Planning staff hosted a table at this event where a housing-related activity was created for children. The activity asked these children to dream of their future home in Colma, color it (see example to the right), and to write a reason for why they chose to live in that home.

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They were able to choose ~~from~~ three types of homes: apartment, duplex, ~~or~~ single-family. This event was well attended with close to 50 children participating in the activity.

- On April 20, 2022, the Town participated in a senior luncheon hosted by the Colma Recreation Services Department at the Colma Community Center.
 - Planning staff hosted a table at this event where the Housing Element Update flyer and survey were distributed to the residents. This event also allowed staff to promote future Housing Element outreach events. Input from older residents this demographic is important to the Town because the residents represent a demographic that is over 60 and some have special needs.
- On April 20, 2022, the Town hosted an event at Black Bear Diner called Coffee with a Planner. This was a workshop for community members to meet/engage with planning staff ~~where they were~~ and have an opportunity to engage, ask questions, and fill out the survey.
- On April 22, 2022, the Town participated in the 2022 Arbor Day/Earth Day event hosted by the Colma Recreation Services Department at Sterling Park. Planning staff hosted a table at this event where the flyer and survey were distributed ~~to the~~ residents. Staff engaged with several residents explaining the purpose of the Housing Element, and ways to get involved with the process.
- On April 25, 2022, planning staff presented at the City Council meeting. The purpose of this study session was to introduce an overview of the Housing Element Update and Update and obtain input from ~~the~~ City Council and the public. Staff provided progress to date, public outreach efforts, and the preliminary map of potential new housing locations (site inventory). Email notices for this study session and the June 8, 2022 presentation of the Draft Housing Element ~~on June 8, 2022~~, were sent to various housing advocacy groups and non-profits. They included: One Degree, Housing Choices, HIP Housing, Housing Leadership Council of San Mateo, Let's Talk Housing San Mateo County, Mercy Housing, MidPen Housing, and Samaritan House San Mateo.
- Staff presented the Town's Goals, Policies, Programs, and Objectives to San Mateo County Equity Advisory Group on May 6, 2022. This group is a collection of housing advocates in San Mateo County. During this presentation, staff was able to gain feedback on which programs were considered strong and areas that needed further improvement.
- Planning staff presented the Draft Housing Element to the City Council at their meeting on June 8, 2022. The purpose of this meeting was to introduce the Draft Housing Element to City Council ~~and to~~ the public. Planning staff provided progress to date, a revised site inventory map (reflecting the removal of the Italian Cemetery, ~~a~~ 3.07-acre parcel), a highlight of key housing programs, and comments from the May 6, 2022 presentation to the San Mateo County Equity Advisory Group.
- On September 23, 2022, Town Staff hosted Housing Leadership Council staff for a tour of the housing opportunity sites in ~~Town~~, and ~~Town~~ and discussed the opportunity sites analysis.

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PUBLIC NOTICE DISTRIBUTION LIST

~~Columns of noticing.~~ Please refer to Appendix C, Public Notice List

SUMMARY OF PUBLIC COMMENTS

On April 27, 2022, planning staff presented the Housing Element Update study session at the City Council meeting. There were no public comments made to staff at the ~~eat~~ meeting.

During the 30-day comment period, ~~after the City Council public meeting,~~ staff ~~were~~ notified by the Italian Cemetery of its desire not to be part of the housing inventory for their vacant site, located at El Camino Real and F Street. ~~During the initial opportunity sites process, staff~~ ~~which was~~ determined it was suitable for multi-unit housing due to its location on El Camino Real and across the street from Colma BART station. ~~As a result, Therefore,~~ staff revised the housing inventory and the draft to eliminate the 3.07-acre property owned by the Italian Cemetery.

The Housing Element Survey concluded on April 29th ~~with a total of 44 recorded responses,~~ ~~were recorded.~~ Planning staff collected this data and considered how this feedback ~~would~~ be integrated into future housing plans.

One major theme that resonated throughout the surveys was access to homeownership. Multiple members of the community The public has expressed interest in homeownership specifically for those with continuing a program that allows moderate incomes and below to purchase homes in Colma. As a result, programs that relate to inclusionary housing, density bonuses, increasing density, and ADUs have been modified to provide more opportunities for homeownership and affordable housing. There is an additional new program, a Housing Element Overlay District to further remove any governmental constraints and encourage high-density housing development.

On May 6, 2022, staff participated in a virtual presentation to the members of the San Mateo County Equity Advisory Group. During this presentation, the Goals, Policies, Programs and Objectives for of the Draft Housing Element was discussed, and feedback provided by this group. Comments were provided verbally after staff's presentation. A couple of highlighted comments included: displacement strategies for low-income residents, equity for code enforcement and nuisance abatement, more efforts towards local funding sources for affordable housing, densities of 50 dwelling units per acre (du/ac) near the BART station, and inclusivity to all groups during the 6th housing cycle. As a result, existing programs were edited and several programs were added.

On May 27, 2022, the Housing Leadership Council of San Mateo County (HLC) submitted an undated letter through email commenting on Colma's Draft Housing Element. Following the

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receipt of the this letter, sStaff has been in contact with HLC to discuss their concerns. On September 23, 2022, Staff hosted HLC Staff for a tour of opportunity sites, and engaged in a discussion of the opportunity sites analysis. This letter was addressed to the City Clerk, the Building Department, and Planning Department but was only discovered in junk email folder on June 8, 2022, hours prior to planning staff presenting the Draft Housing Element at the City Council meeting. In preparation of the final draft of the Housing Element, Staff has incorporated HLC Staff's thoughts and concerns within the policies and programs. Specifically for the opportunity sites, where a new overlay district that removes parking minimums within a half mile of high-quality transit, allows for residential use on commercially zoned property without rezoning for projects that pay prevailing wages, and CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development that meets affordable housing targets. Planning staff have spoken to HLC by acknowledging receipt and will consider their comments in the final draft. Staff will hopes to continue to foster relationships and open communication with the public and responsible organizations.

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FAIR HOUSING

AFFIRMATIVELY FURTHERING FAIR HOUSING

Assembly Bill (AB) 686 requires that all housing elements contain an affirmatively furthering fair housing (AFFH) assessment. Under State Law, “affirmatively furthering fair housing” means “taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics.”

There are three parts to this requirement:

1. Include a Program that Affirmatively Furthers Fair Housing and Promotes Housing Opportunities throughout the Community for Protected Classes (applies to Housing Elements beginning January 1, 2019).
2. Conduct an Assessment of Fair Housing that includes a summary of fair housing issues, an analysis of available federal, state, and local data and knowledge to identify sites, and an assessment of contributing factors for the fair housing issues.
3. Prepare the Housing Element Land Inventory and Identification of Sites through the Lens of Affirmatively Furthering Fair Housing.

In compliance with AB 686, the Town has completed the following outreach and analysis.

Analysis of the fair housing issues in this section draws from the Town of Colma Fair Housing Assessment, an analysis that follows the April 2021 State of California State Guidance for AFFH, prepared by 21 Elements (Appendix B). The assessment identifies the primary factors contributing to fair housing challenges and the plan for taking meaningful actions to improve access to housing and economic opportunity. The following fair housing issues were analyzed: Fair housing enforcement and outreach, integration and segregation, access to opportunity, concentrated areas of poverty, disparate housing needs, and disproportionate housing needs, and displacement risk within the jurisdiction. To address the identified factors, the assessment includes a Fair Housing Action Plan (FHAP) with goals, actions, and timelines.

FAIR HOUSING ASSESSMENT

The Fair Housing Assessment (Appendix B) follows the April 2021 State of California State Guidance for AFFH. The study was conducted as part of the 21 Elements process, which facilitates the completion of Housing Elements for all San Mateo County jurisdictions.

Primary Findings

This section summarizes the primary findings from the Fair Housing Assessment for the Town of Colma, including the following sections: fair housing enforcement and outreach capacity,

integration and segregation, access to opportunity, disparate housing needs, and contributing factors, and the city's fair housing action plan.

- No fair housing complaints were filed in the Town of Colma from 2017 to 2021. The Town of Colma could improve the accessibility of fair housing information on their website and provide resources for residents experiencing housing discrimination.
- Racial and ethnic minority populations are disproportionately impacted by poverty, low household incomes, overcrowding, and homelessness, compared to the non-Hispanic White population in the Town of Colma. Additionally, racial and ethnic minorities are more likely to be denied a home mortgage loan.
 - Aside from Asian/API residents, racial and ethnic minority populations generally have higher poverty rates. Black or African American incomes are the lowest of any racial or ethnic minority population in the Town of Colma.
 - Racial and ethnic minorities are more likely than non-Hispanic White households to experience overcrowding. Low and moderate-income households are also more likely to be overcrowded.
 - People who identify as American Indian or Alaskan Native, Black, White, and Hispanic are overrepresented in the homeless population compared to their share of the general population.
 - Hispanic and Asian/API households have the highest denial rates for mortgage loan applications in 2018 and 2019.
- Colma is entirely contained within a single census tract—the standard geographic measure for “neighborhoods” in U.S. Census data products. As such, the town does not contain any racial/ethnic concentrations, poverty concentrations, ~~or~~ concentrations of housing problems.
- The composite opportunity score for Colma shows the town to be a “moderate resource area,” and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the town as “moderately vulnerable” to a disaster (based on four themes: of socioeconomic status, household composition, race or ethnicity, and housing and transportation).
- Compared to the County of San Mateo, ~~t~~The Town of Colma has a higherslight concentration of residents with a disability with 10% of the population compared to 8% in the county. Residents living with a disability in the Town are all employed, and while only 1% of residents without a disability are unemployed. Additionally, the aging population is putting a strain on paratransit access countywide.
- Black, Hispanic and Pacific Islander students in the Town of Colma—served by the Jefferson Union High School District and the Jefferson Elementary School District—experience poor educational outcomes compared to other students. Many high schoolers in the county met admission standards for a University of California (UC) or California State University (CSU) school. Black and Hispanic students in Jefferson Union High School District were less likely to meet the admission standards with rates at CSU and UC schools of 23% and 32%, respectively.

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- Jefferson Elementary School District had a 17% ~~percentage point~~ gap between their overall chronic absenteeism rate (12%) and their chronic absenteeism rate among Black students (28%). While Jefferson Union has the lowest dropout rates in the county — just 3% of students — the highest dropout rates were still found among Black (7%) and Hispanic students (6%).
 - Nearly half of all renter households in the Town of Colma are cost-burdened—spending more than 30% of their gross income on housing costs—and more than one in four are extremely cost-burdened—spending more than 50% of their gross income on housing costs. There are disparities in the housing cost burden in the Town of Colma for Hispanic households.

Fair Housing Issues and Contributing Factors

This section summarizes ~~ed~~ the fair housing issues identified for the Town of Colma and the contributing factors. ~~contributing to those issues.~~

Fair housing issue: No residents have filed fair housing complaints, indicating a potential lack of awareness about fair housing rights.

Contributing factors:

- Lack of access to information about fair housing rights.
- Limited knowledge of fair housing by residents.

Fair housing issue: Residents of color experience disproportionate housing needs. Black residents experience lower income and higher poverty rates, Hispanic and Asian households experience high rates of mortgage loan denials when trying to purchase homes in Colma (43% and 33%, respectively), and Hispanic households also experience higher rates of cost burden.

The Town is addressing this issue through AFFH Action Area 1, where the focus is to increase outreach and improve the existing resources.

Contributing factors:

- Higher poverty rates among Colma's Black residents stem from decades of discrimination in employment, education, and housing markets. These residents have faced greater challenges in building wealth through economic mobility and homeownership.
- It is well documented that persons of color—particularly African American residents— were denied loans to purchase homes, were not allowed to buy in many neighborhoods because of restrictive covenants and were harassed if they managed to purchase a home in a predominantly White neighborhood. These historical actions have led to a significant homeownership gap among racial and ethnic minorities.

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- The Town is addressing this issue through AFFH Action Area 2, where the focus is to protect existing residents from displacement, provide housing strategies to Black, Indigenous, and People of Color (BIPOC) as well as those who have special needs.

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Fair housing issue: Affordable housing is limited and the ability to add affordable housing is constrained by land use.

Colma is disproportionately occupied by residents of color and offers relatively more affordable housing opportunities than surrounding cities. However, because most land is zoned for cemeteries, there is limited land available for residential development. Additionally, ~~there are~~ no areas ~~of within~~ the town ~~that~~ are zoned for multifamily housing, ~~which is disproportionately occupied by residents of color.~~

The Town is addressing this issue through AFFH Action Area 3, to provide more strategies and housing choices through creating less restrictions on land use.

Fair Housing Enforcement and Outreach

The Town currently enforces fair housing laws through the policies and code for compliance with State Law. If fair housing issues are reported by residents or potential residents, the Planning Department and Code Enforcement cooperatively work together to remediate the complaint. Fair housing issues are usually referred to the appropriate agencies, usually the County of San Mateo Housing Authority would be the first point of contact along with Project Sentinel a non-profit assists that individuals that have faced housing discrimination.

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Currently, the fair housing information can be found on the Town's website under the Planning Department's page and Housing Resources. The information is displayed in English, however, there is a button that translates the website into many languages. While this button provides language assistance, the Town plans to increase its visibility and accessibility with translated information readily available on the page without any further action. Under AFFH Action Plan 1, the Town will increase and implement its outreach in 2023.

The Town ~~has not been alleged or found in violation of~~ is in compliance with the following:

- State Density Bonuses and Other Incentives Law (Gov. Code, Title 7, Division 1, Chapter 4.3 Density Bonuses and Other Incentives, amended and effective January 1, 2021) The Town does an annual review of the State's Density Bonus ~~law~~ and updates its Ordinance #as needed;
- Housing Accountability Act (Gov Code Section 65589.5) requiring the adoption of a Housing Element, ~~and~~ compliance with RHNA allocations, and that requires certain findings when approving or denying certain development projects. The Town's most recent Housing Element covering 2015-2022 has been adopted and the Town has met its compliant with RHNA allocations;

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- No Net Loss Law (Gov Code Section 65863) requiring that adequate sites be maintained to accommodate unmet RHNA allocations, including among income levels. The Town has met its RHNA allocation for the current cycle and has identified opportunity sites to help meet its 6th housing cycle;
- Least Cost Zoning Law (Gov Code Section 65913.1) requiring that the Town designates and zones sufficient vacant land for residential use and nonresidential use in relation to the growth projections of the general plan to meet the housing needs for all income categories as identified in the housing element. The Town's building and planning fees are on par with other jurisdictions in San Mateo County;
- Excessive Subdivision Standards Law (Gov Code Section 65913.2) The Town does not have any imposing standards and/or criteria that renders the development of housing infeasible for any and all economic segments of the community;
- Limits on Growth Controls Law (Gov Code Section 65589.5) The Town does not have any growth control measures and has not rejected any proposals for housing projects that met objective planning and zoning criteria in the current cycle.

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SITES INVENTORY ANALYSIS

AB 686 requires an analysis of the sites identified sites that to meet RHNA obligations for their ability to affirmatively further fair housing. Planning staff have identified seven parcels to meet RHNA obligations. A detailed site analysis can be found under the section titled "Ability to Meet Housing Needs". The seven parcels identified are not within or close to R/ECAPs, and edge R/ECAPs R/ECAPs and/or low income poverty concentrations. Since the Town of Colma is contained within one census tract, the proportion of low and very low-income units in the area, concentrations of Housing Choice Vouchers, as well as the distribution of lower, moderate, and above moderate-income units in low, moderate, and high resourced areas are equally distributed. In addition, the identified parcels are similar in terms of proximity to high proficiency K-12 education institutions, high-resourced areas/positive economic outcome areas, low social vulnerability, good jobs proximity to high-quality jobs, access to transportation, and healthy places to live. There is one 0.2% Annual Chance Flood Hazard area located along El Camino Real by the north ern boundary that could potentially affect 7778 El Camino Real.

Colma has not had to deal with any recent displacement due to environmental factors, however, it is important to note that the San Andreas Fault is just west of the Town and along El Camino Real has high liquefaction susceptibility.

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A thorough analysis for the sites inventory can be found in -Appendix B in the Site Inventory Analysis.

GOALS AND ACTIONS

Goals and Actions for this cycle of the Housing Element will be included in the section called Housing Goals, Policies, and Programs. In that section, objectives to meet housing goals will be defined, programs to reach those goals will be explained, and long with an analysis of programs from the previous housing cycle (Table H-~~5958~~) will be included. Additionally, an AFFH Action Plan will ~~also~~ be implemented to reduce AFFH deficiencies (Table H-~~3940~~).

Fair Action Plans

The AFFH Action Plan is broken down into three areas:

1. Outreach
2. Protecting and providing strategies for existing residents from displacement including those from are Black, Indigenous, and People of Color (BIPOC) including Residents with Special Needs
3. Enhancing housing mobility strategies and encouraging new housing choices

Each action plan is evaluated with existing and new programs developed in the 2023 Housing Element identifying the fair housing issues, contributing factors, objectives, actions, and timelines.

The AFFH Action Plan Table (Table H-~~3940~~) is on the next page.

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Table H-403940: AFFH Action Plan

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
Action Area 1. Improve Fair Housing Outreach				
Fair Housing Outreach	<ol style="list-style-type: none"> Lack of access to information about fair housing rights; Limited knowledge of fair housing by residents Greater outreach efforts are needed in various formats. More resources should be made available to the public. 	Maintain zero to low complaints and inquiries.	<p>Action 1.1: (Program 5.1, 5.4, 5.5, 8.1, 8.2)</p> <ul style="list-style-type: none"> Continue and update the Towns' fair housing webpage to include fair housing resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act. Provide materials in various languages including Chinese, Spanish, Tagalog, and other (appropriate languages). Provide education to landlords and property managers on requirements to address reasonable accommodation requests Utilize the Town's various existing media outlets to such as the advertise Fair Housing Information Conduct Fair Housing workshops and study sessions with the Town Council 	Begin implementation in 2023, with Annual reports beginning in 2024.
Action Area 2. Protecting Existing Residents from Displacement, Providing Strategies that Protect Residents that are Black, Indigenous, and People of Color (BIPOC) Including Residents with Special Needs (Seniors, Persons with Disabilities, and Homeless Persons)				
Protected Groups have disproportionate housing needs including disparities in	1. Historic discrimination and continued mortgage denials: High housing costs and low wages	Improve accessibility to home mortgage loans for protected groups who	<p>Action 2.1: (Programs 2.2, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 5.1, 5.2, 5.3, 5.4)</p> <ul style="list-style-type: none"> Provide down payment assistance to minority households and homebuyer education households by pursuing monies dedicated to providing financial assistance to BIPOC communities 	Starting in 2024, partnering with HEART on an annual basis, providing first-time and low-income buyer education programs, and

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Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
<p>access to opportunities</p> <p>Disproportionate access to housing for individuals living with special needs</p>	<p>2. Need for community revitalization programs and strategies</p> <p>3. Lack of public investments in underprivileged neighborhoods.</p> <p>4. General lack of affordable housing, particularly in areas with appropriate services and amenities.</p>	<p>have high loan denial rates</p>	<ul style="list-style-type: none"> Provide homebuyer education materials in Chinese, Spanish, Tagalog, and other (appropriate languages) Annual workshops with HEART, HIP Housing, San Mateo Housing Authority, and other organizations that can assist with education and fair housing-related issues Work with the San Mateo County Department of Housing to obtain information on anti-displacement programs that addresses tenant's rights and relocation assistance. Utilize this information in annual workshops and study sessions to continue to inform Town residents of existing and new programs. 	<p>prioritizing marketing of the programs to BIPOC and special needs community members</p>
<p>Action Area 3. Enhancing Housing Mobility Strategies and Encouraging New Housing Choices</p>				
<p>Affordable housing is limited and the ability to add affordable housing is constrained by lack of available land</p>	<p>1. 75 percent of Colma's land use is zoned for cemetery use</p> <p>2. Multifamily zoning does not currently exist</p> <p>3. Only one available affordable housing complex</p>	<ul style="list-style-type: none"> Create land use opportunities for multi-family housing in town Encourage the construction of ADUs and JADUs Encourage the construction of 	<p>Action 3.1: (Programs 2.1, 2.2, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9)</p> <ul style="list-style-type: none"> Create Housing Element overlay zone that allows for land use flexibility in commercial zone Develop a proactive outreach program where ADU and JADUs' information is readily available on the Town's website with an annual workshop for ADU development The Town will proactively approach housing developers to encourage the development of opportunity sites and encourage affordable housing on these sites Make appropriate amendments to the Town's zoning code to include multi-family residential zoning districts 	<p>Housing Element overlay zone will go into effect once adopted and certified by HCD (estimated 2023)</p> <p>Begin ADU/JADU outreach program, workshops in 2023 and continued annually</p>

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Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
	exists in the Town 4. Design and Development standards are not appropriate for multi-family housing projects	affordable housing throughout the Town	<ul style="list-style-type: none"> Develop objective design and development standards that allow high-density and affordable housing projects to be constructed by right Take necessary actions to ensure opportunity sites are vetted for environmental and zoning appropriateness so that high-density and affordable housing projects are reviewed via a streamlined process. Amend the Town's parking standards to include parking alternatives that are less restrictive for high-density and affordable housing projects to be constructed; ensure parking standards meet State Law. 	Beginning 2023, staff will proactively identify both for-profit and nonprofit developers, take meetings, and present opportunity sites for future housing development

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Actions	Fair Housing Issue	Contributing Factors	Fair Housing Category	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline
Action Area 1. Enhancing housing mobility strategies: consist of removing barriers to housing in areas of opportunity and strategically enhancing access:								
Action 1-1: Participate in a regional down payment assistance program with affirmative marketing to households with disproportionate housing needs including Hispanic and Asian households (e.g., materials available in Spanish and other appropriate languages)-	Residents of color have disproportionate housing needs-	Historic discrimination and continued mortgage denials; High housing costs and low wages	Disparities in access to opportunities	Financial resources	Regional Partnership with HEART (San Mateo County has program with them)-	Improve accessibility to home mortgage loans for Hispanic and Asian households who have the highest loan denial rates. Provide wealth building through homeownership for	Provide down payment assistance to 20 Hispanic and Asian households; Provide down payment assistance to 30 total households; Provide homebuyer	Meet quantified objectives by the end of the Housing Element period in 2029; Conduct homebuyer education quarterly in partnership with HEART.

Actions	Fair Housing Issues	Contributing Factors	Fair Housing Category	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline
						moderate income households.	education to 200 households.	
Action Area 2. Encouraging new housing choices and affordability in high resource areas: promoting housing supply, choices and affordability in areas of high opportunity and outside of areas of concentrated poverty.								
Action 2.1: Incentivize developers through direct subsidies, fee waivers, and/or density bonuses, to include diversity of unit types in their development(s)--especially those that serve larger families (e.g., 3 or 4 bedroom units, child-friendly amenities).	Residents of color have disproportionate housing needs.	Current zoning code constrains moderate and high density housing developments.	Disproportionate housing need for low-income households and protected classes	Financial Resources	Town of Colma	Improve incentives for developers through direct subsidies, fee waivers, and/or density bonuses, to include diversity of unit types in their development(s).	Develop 260 3-bedroom units and 56 4-bedroom units.	Meet quantified objectives by the end of the Housing Element period in 2029.
Action Area 3. Protecting existing residents from displacement: strategies that protect residents in areas of lower or moderate opportunity and concentrated poverty and preserves housing choices and affordability.								
Action 3.1: Continue and update the city's housing webpage to include fair housing including resources for residents who feel they have	No fair housing complaints or inquiries filed.	Lack of access to information about fair housing rights. Limited knowledge	Outreach capacity and enforcement	Human Resources	Town of Colma	Maintain and update the city's fair housing webpage.	Maintain zero complaints and inquiries.	Ongoing

Actions	Fair Housing Issues	Contributing Factors	Fair Housing Category	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline	
experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act.		of fair housing by residents.							

ABILITY TO MEET HOUSING NEEDS

RESIDENTIAL LAND INVENTORY

A key component of the Housing Element is a projection of ~~the~~ jurisdiction's housing supply. State law requires that the element identify adequate sites for housing, including rental ~~housing~~ and manufactured housing, and make adequate provisions ~~for~~ the existing and projected needs of all economic segments of the community. This includes an inventory of land suitable for residential development, including vacant sites and sites having potential for redevelopment, and an analysis of the relationship of zoning and public services to these sites.

Table H-4~~011~~: Colma RHNA Targets Summary

Income Category	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
Units	22	2244	25	37	96	202

~~Note: Extremely-low incomes is assumed half of the assigned RHNA targets of 44~~

~~Note: Extremely low incomes is assumed half of the assigned RHNA targets of 44~~

Existing Residential Development

Existing housing units are identified on *Exhibit H-1, Housing* and *Exhibit H-2, Sterling Park Neighborhood*. These maps include all dwelling units constructed prior to 2020. Based on American Community Survey (2020) and Census records, there are a total of 558 dwelling units in the Town of Colma, 292 of which are in the Sterling Park neighborhood and the remaining units are located outside of Sterling Park.

Since 2015, 75 residential units have been constructed, including 9 in Sterling Park and a 66-unit Veterans's housing project on Mission Road.

Approved Residential Development

As of April 29, 2022, there are no residential projects under construction in the Town, nor are there any approved residential projects not yet under construction.

Development Potential

In total, there are 7 parcels available for the development of approximately 255 new residential units. Of these units, there is potential for at least 53 units to be available to extremely low income and very low-income households, 30 units ~~for~~ low-income households, 40 units ~~for~~ moderate income households and 142 units ~~for~~ above moderate-income households. The potential for 255 new units exceeds the development need identified in Colma's RHNA for 202 units to be constructed between 2023 and 2031.

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Sites Inventory

Planning staff inventoried vacant and underutilized parcels in Colma to determine what land is available for development. Types of sites included:

- 5th Cycle Housing Element Carryover Sites.
- Vacant and underutilized, residential, and non-residential sites that for allow residential development.

The vacant and underutilized sites were analyzed based on several different categories to determine the best location for affordable housing: proximity to high quality transit and El Camino Real, parcel size, the need for lot consolidation, General Plan designation, underperforming or vacant uses, proximity to public services and amenities, developer interest of the site, and if environmental remediation is required. Sites were scored between 0-1, 1 being the most likely to be redeveloped as affordable housing. All sites that scored above 0.5 were assumed to be suitable for affordable housing development and are included in the site inventory.

During the 5th housing cycle, a total of 75 units were developed, 9 of which at about 13 dwelling units per acre, and 66 of which at about 30 dwelling units per acre. The average density was approximately 28 units per acre, the state guidance is to extrapolate the trend by multiplying it by 75% times the average which results in 21 units per acre. Given the most recent development trends in the Town, the realistic capacity for sites suitable for housing development are assumed to be developed at a conservative estimate of 20 dwelling units per acre, which meets HCD's default density requirement for lower income housing.

The site's analysis demonstrates that there is enough land to meet the ABAG Regional Housing Needs Allocation. -The analysis for the affordability levels of developed units is based on the assumptions that 30% of the units on sites that scored above 0.6 would be for moderate income, and sites that scored above 0.8 would be 50% affordable (half extremely low or very low income and half low-income). Units were then reallocated between developments to meet the number of units at specific affordability levels as required by the RHNA. On September 12, 2022, a electronic version of the Sites Inventory was sent to HCD as required by Government Code Sections 65583 and 65585.

Table H-4212: Sites Inventory Development Potential

Site	Acres	<u>Extremely Low</u>	<u>Very Low</u>	Low	Moderate	Above Moderate	Total
7733 El Camino Real	0.53	<u>4</u>	<u>48</u>			8	16
1200 El Camino Real	8.06	<u>22</u>	<u>2345</u>	23	44	90	202
7778 El Camino Real	0.6			7		8	15
Between 461 and 469 B Street	0.11					1	1
El Camino and Collins	0.41					8	8
240 Collins Avenue	0.72					14	14
Total		<u>26</u>	<u>2753</u>	30	44	129	256
RHNA			44 <u>(includes Ex. Low)</u>	25	37	96	202

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Assumptions:

Assume each site gets developed at 20 units/acre.

Suitability score of 0.875=> 50% of units affordable: half Low, half Very Low.

Suitability score of 0.625=> 30% of units Moderate.

Reallocate affordable units to consolidate affordability levels at ea-sites.

Reallocate affordable units to higher affordability levels based on RHNA

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The ability to provide affordable units in Colma is more dependent on available financial resources than density permitted by zoning. -If qualified developments are able to can obtain federal tax credits and other funding or incentives, there is a higher probability that more affordable units will be provided than in a development where no government or other subsidies are available or obtained.

Table H-432XX: Site Inventory – Site Characteristics

<u>Site</u>	<u>Existing Use/Vacancy</u>	<u>Identified in a Previous Planning Cycle?</u>	<u>General Plan Designation</u>	<u>Zoning Designation</u>
<u>7733 El Camino Real</u>	<u>Vacant</u>	<u>Used in Two Consecutive Prior Housing Elements - Vacant</u>	<u>Commercial</u>	<u>C</u>
<u>1200 El Camino Real</u>	<u>Kohl's retail store and parking lot</u>	<u>Not Used in Prior Housing Element</u>	<u>Commercial</u>	<u>C</u>
<u>7778 El Camino Real</u>	<u>Monument manufacturing facility and office</u>	<u>Used in Two Consecutive Prior Housing Elements - Vacant</u>	<u>Commercial</u>	<u>C</u>
<u>Between 461 and 469 B Street</u>	<u>Vacant</u>	<u>Used in Two Consecutive Prior Housing Elements - Vacant</u>	<u>Low Density Residential</u>	<u>R-S</u>
<u>El Camino and Collins</u>	<u>Parking spaces and vacant lawn area</u>	<u>Not Used in Prior Housing Element</u>	<u>Commercial</u>	<u>PD</u>
<u>240 Collins Avenue</u>	<u>Parking lot</u>	<u>Not Used in Prior Housing Element</u>	<u>Commercial</u>	<u>PD</u>

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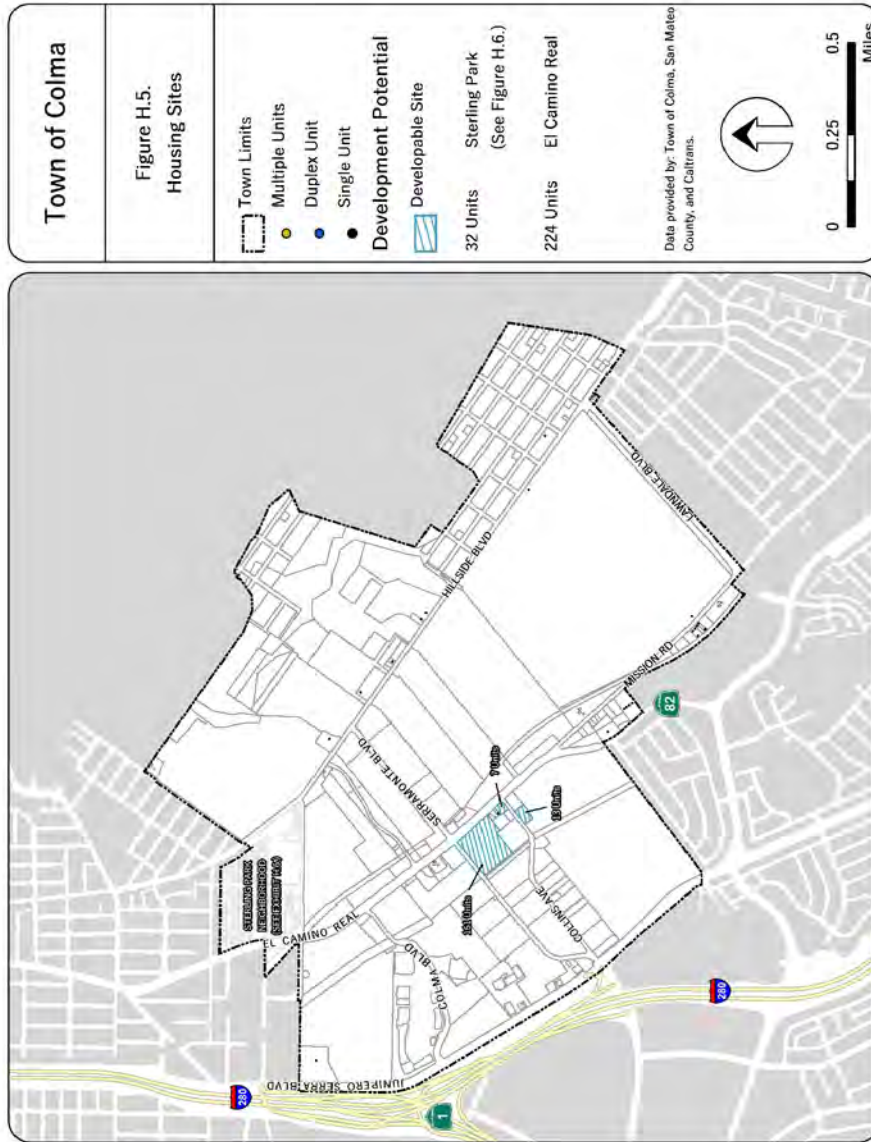
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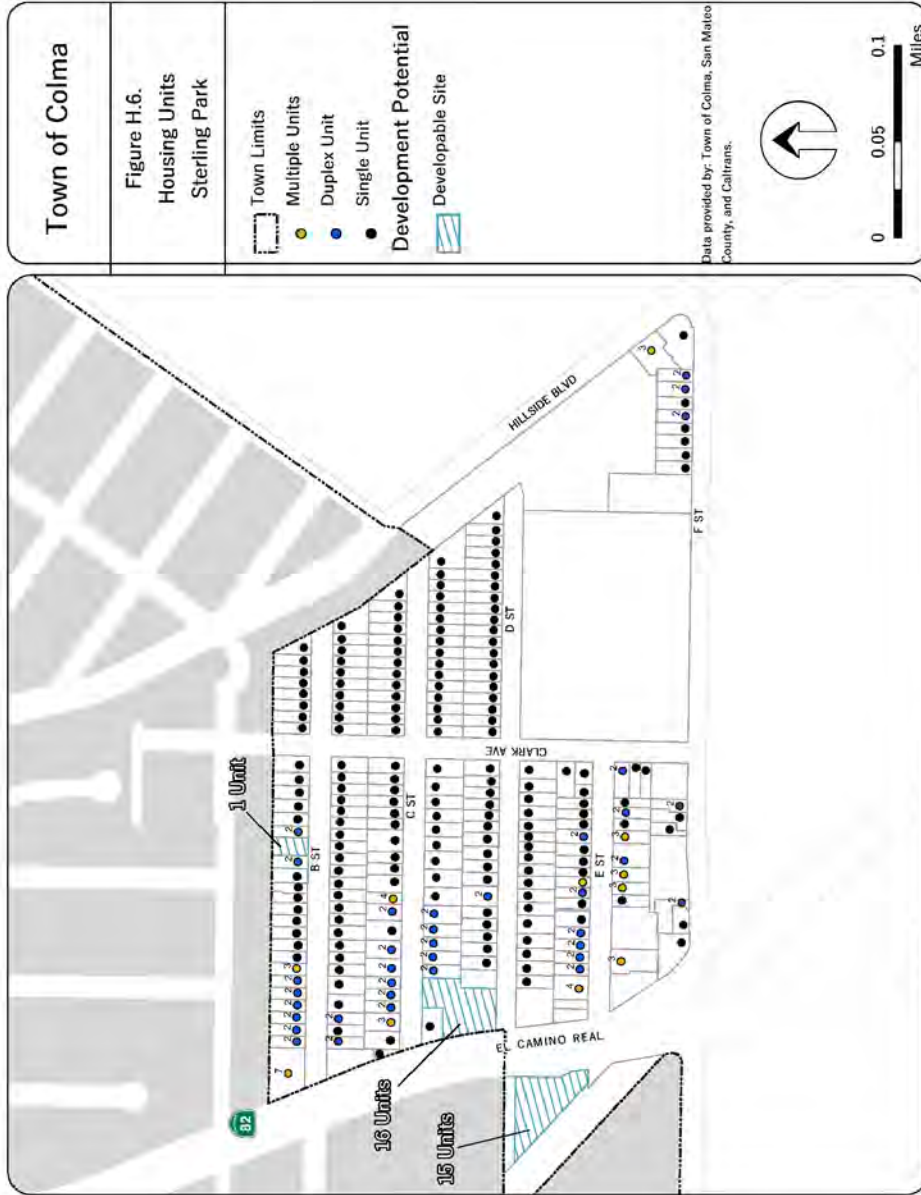
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Figure H-5: Housing Sites



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Figure H-6: Housing Units – Sterling Park



Several sites have development potential, including three parcels located in the Sterling Park neighborhood, two of which are located along El Camino Real near the Colma BART Station, and four additional sites located along El Camino Real at the Serramonte and Collins Avenue intersections. A detailed site inventory describing the development potential of each, as well as site-specific constraints is provided in the following section.

A. STERLING PARK DEVELOPMENT POTENTIAL

~~There is one vacant privately-owned parcel is~~ within the Sterling Park residential neighborhood, ~~located between 461 and 469 B Street~~. This parcel is a carryover site from the 5th Cycle Housing Element Update. A site analysis has determined that 1 single family detached (SFD) unit can be developed on ~~this vacant~~ 0.11-acre ~~vacant~~ parcel ~~on B street~~. With SB 9, there is ~~the~~ potential for the lot to be subdivided and developed at a higher density. However, given the character of the existing neighborhood and the small size of the lot, it is assumed that the property would only develop with one unit.

There are no governmental or site-specific constraints impeding the development of the parcel. Sewer, ~~and water, and dry utility~~ infrastructure capacity exists to accommodate the potential housing unit. This amount of residential development in Sterling Park is already anticipated in the Colma General Plan.

~~Under a SB 9 lot split, the Town believes that this parcel is likely to be developed in the next housing cycle. Requiring a ministerial review process removing public hearings or discretionary review would streamline the development process. The Planning Department will reach out to the existing property owner to gauge interest and provide materials regarding a possible SB 9 lot split.~~

Table H-4~~343~~: Sterling Park Single Family Neighborhood Development Potential

Location	Designation & Zone	Acres	Dev. Pot.*	Affordability	Density Allowed	Constraints
B Street 008-125-180	Residential (R)	0.11	1	1 Above Moderate	13 du/ac	None, infrastructure capacity exists
Total		0.11	1 unit			

* Development potential assumes that the lot would be developed as a single-family home.

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Two ~~additional~~ separate parcels are ~~on located to the east west~~ of the Sterling Park Neighborhood, near the Colma BART Station ~~which is which is~~ located just outside the Town's municipal boundaries. ~~One is located on the east side of El Camino Real and is vacant (Sandblaster property – 0.53 acre), and the other is on its west side (Bocci Property – 0.6 acre).~~

~~comprising of a monument manufacturing operation.~~ The two parcels are ~~also~~ carryover sites from the 5th Cycle Housing Element Update, ~~and are assumed to be developed independent of each other in the next cycle.~~ Together, these parcels total 1.13 acres. The presence of the Colma BART Station is expected to stimulate development of multiple unit residential buildings and mixed-use developments in this area. Sewer, ~~and water,~~ ~~and dry utility~~ infrastructure capacity exists and can accommodate all potential housing units. Development of existing and projected parcels is already anticipated in the Colma General Plan.

The County adopted the Colma BART Station Area Plan which provides incentives for higher density development and density bonuses for affordable housing on unincorporated land near the BART Station. ~~Future higher density development on land near Colma's boundaries may further spur similar development in Colma.~~ Additionally, Colma's Zoning Code provides density bonus incentives for affordable units.

Sandblaster Property – 7733 El Camino Real



This 0.53-acre property, the former site of a sandblasting business at 7773 El Camino, is one of two developable parcels along El Camino Real. The site has a realistic development potential of 13 high density residential units. Site-specific constraints on the property include steep topography along the edge of the developable pad.

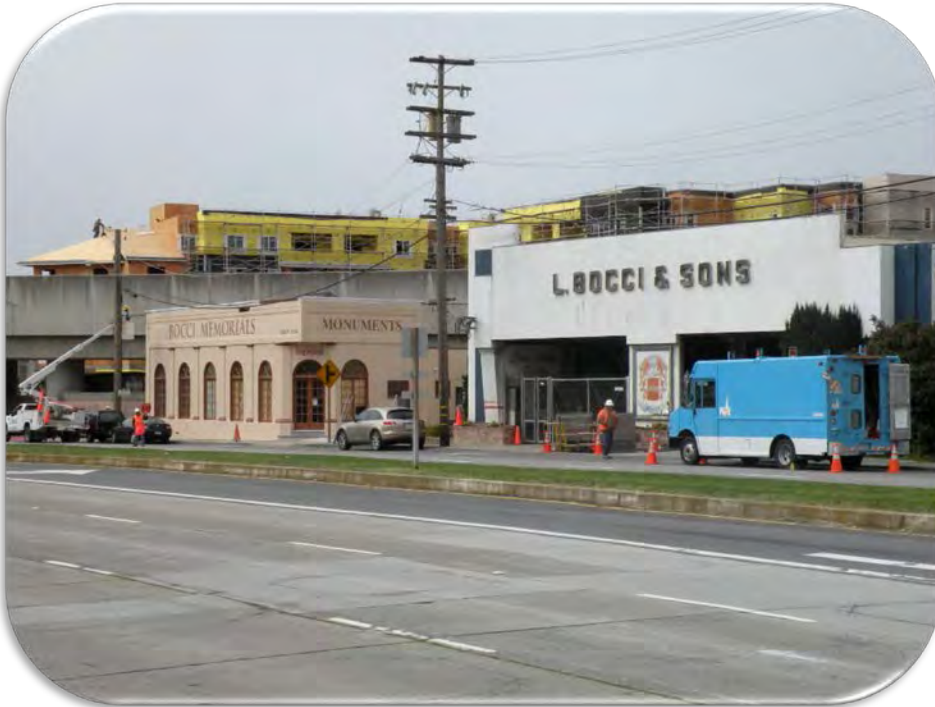
A 0.53-acre parcel on the east side of El Camino Real is bounded by “C” Street to the north and the “D” Street stairs to the south. This parcel is referred to as the ‘Sandblaster Property’ due to its past light industrial use. The parcel ~~is~~ currently ~~currently underutilized with~~ ~~contains~~ two billboards ~~on the property.~~ The site is ~~currently~~ designated as ~~residential/commercial~~ ~~which permits residential planned developments with the approval of a use permit.~~

Site-specific constraints include steep topography along the eastern and northern boundaries of the site. ~~This constraint can be mitigated by designing the 16-unit development to step up with the steep topography.~~ ~~step-designing of the development for the 16 units.~~ In addition, there may be specific environmental and physical constraints on the site. Although an in-depth environmental site evaluation has not been completed, it is anticipated that there may be some surface and sub-surface ground contamination on the site as a result of the long-term sandblasting business. ~~The future proposal for the site would need to include a report pertaining to the soil's possible contamination and measures for its clean up, if it is determined to be contaminated.~~ ~~This possible constraint could effectively add to the cost and slow down the process for future development.~~ ~~Historically,~~ However, a development proposal for the site was received in 2007 by the Town Planning Department. The proposal included a total of 15 units with 2 single-family detached units on C Street and 13 residential units located above ground floor retail uses with sub-grade parking serving the development on El Camino Real. ~~The proposal and~~ was deemed appropriate and feasible. ~~The application was not pursued by the applicant since the proposed design included a cost estimation of the massive retaining wall to the east of the property and was ultimately estimated to be too costly to build.~~ ~~The way moving~~ One way to move forward with this site is to incorporate a step-design proposal that would utilize the topography for a better design rather than "cut through the hill" — instead of cutting into the hill, which requires creating a retaining wall of more than 20 ft. in height — which was that and ultimately made the 2007 project cost prohibitive. ~~The existing~~ Rezoning of the site is Commercial which allows for a 'Planned Development' ~~land proposal, and as part, the Planned Development allows use designation would allow~~ for additional flexibility in the setbacks and other design standards applicable to for the 16-units project, pursuant to Sections 5.03.090(C)(3), and 5.03.130 of the Colma Municipal Code. Planned Development designation allows for a project's design to respond to site specific conditions and encourages mixed use and residential development. However, a rezone to PD would not be required. The realistic capacity for this site was determined to be 4 extremely-low, 4 very-low, 5 moderate and 86 above-moderate income units with the consideration of its topographical constraints.

The Town's Inclusionary Housing Ordinance (Subchapter 12 of the Colma Municipal Code) includes concessions and incentives for eligible development projects, subject to approval by the City Council, to facilitate development of affordable units on smaller sites such as the property at 7733 El Camino Real. ~~Planning staff have been in contact with a San Jose-based development company regarding this site prior to and after the first draft submittal to HCD, on possible development of the property.~~

Additionally, with the new Housing Element Overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.

Bocci Property – 7778 El Camino Real



The 0.6-acre Bocci site at 7778 El Camino Real has a realistic development potential of 24 high density multi-family units. Site specific constraints on the property include a utility easement serving the adjacent Colma BART Station.

A 0.6-acre parcel on the west side of El Camino Real is occupied by a monument manufacturing light industrial operation. The parcel is referred to as the 'Bocci Property' due to the family name of the historic monument manufacturing company located there. The oldest building of the site is located at the extreme southern end of this triangular-shaped parcel and is used as the company's office. -The building has a Bocci Memorials sign with the indication of "since 1896" (-to the left of the above picture - the beige-colored building). However, the building is not designated as an Historical Site, but some members of City Council have expressed a desire to see that e-building is preserved. -The development assumption of this site is considered without the area of the subject building.

The parcel is bounded by the entrance to the Colma BART station to the north, the BART right-of-way to the west and south, and El Camino Real to the east. This parcel could be redeveloped with high-density residential or a mixed-use development that includes high density residential. The property is currently designated for commercial use, which allows for multi-family residential. The parcel is listed as an opportunity site in the General Plan and is eligible for

height and lot coverage bonuses to encourage a transit-oriented development with a diverse mix of land uses. These characteristics contributed to the conclusion that with the current occupancy, the site is being underutilized.

Site-specific constraints on the parcel include its triangular shape, the close proximity of the BART tracks to the property, and an existing utility easement serving the adjacent Colma BART Station that reduces the buildable area of the property. -In addition, although the parcel is not within a flood zone district but diverted rain runoffs from El Camino Real to the north and Albert M. Taglia Boulevard to the west (from the BART Station) – during the rainy season - have had accumulated water run offs at the site. However, a

A development proposal was previously submitted to the Town Planning Department, which took into account the site's constraints. The proposal included 24 high density multi-family dwelling units over ground-floor retail and was deemed to be a realistic development proposal. The development proposal has since been withdrawn and a small monument business has leased the property. While the terms of the lease are not known, it is likely that redevelopment of the site with mixed-use (including high-density residential) will not occur while the monument business exists on-site. Given the site's unusual shape and existing access, it is not recommended that residential development occur on the site while the present structures exist.

Similarly, to 7733 El Camino Real, the zoning of the parcel is Commercial, and a Planned Development is allowed under the Commercial zoning district.- The Planned Development rezoning it to a 'Planned Development' land use designation is not required but it would allow for additional flexibility for the setbacks and other design standards applicable to the project. Planned Development designation allows for a project's design to respond to site specific conditions and is anticipated to encourage mixed use and residential development. The realistic capacity for this site was determined to be 73 moderate and 88 above moderate units. However, a Planned Development proposal ~~rezone~~ may allow for the development of additional units. Additionally, with the new housing element overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.

The Town's Inclusionary Housing Ordinance includes concessions and incentives for eligible development projects, subject to approval by the City Council, to facilitate development of affordable units on smaller sites such as the property at 7778 El Camino Real. -Planning staff have been in contact with a Peninsula-based development company regarding this site prior to and after the first draft submittal to HCD, on the possible development of the property.

In neighboring South San Francisco, on the corner of McClellan and Mission Road, just past town limits, a 20-unit mixed-use condominium project is underway on an approximately 0.4-acre site. On the street level, there is approximately 6000 square foot dedicated commercial space and sub-terranean parking. With the new housing element overlay, removing parking

requirements, and utilizing density bonuses this site as well as 7733 El Camino Real could be similarly developed.

Table H-4454: El Camino Real Sterling Park Multi-Family Development Potential

Location	Designation & Zone	Acres	Dev. Pot. *	Affordability	Density Allowed	Constraints
El Camino Real 008-127-020 (Sandblaster)	Mixed Use - Residential/ Commercial - (R/C)	0.53	16 +	4 extremely low 48 very low low Moderate 8 Above Moderate	30 du/ac	Topography, possible ground surface contamination
El Camino Real 008-141-080 (Bocci)	Mixed-Use - Commercial - (C)	0.6	15 +	7 low 5 Mod. 8 Above Mod.	30 du/ac	Utility Easement, Triangular Shape, Flood Zone
Total		1.13 acres	31 22 units	4 extremely low 48 very low. 78 low Mod. 16 4 Above Mod.		

* Development potential assumes that the properties would be developed at 20 units per acre.

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B. EL CAMINO REAL DEVELOPMENT POTENTIAL

Kohl's Site – 1200 El Camino Real



The Kohl's site is an 8.06-acre parcel on the southwest corner of El Camino Real and Serramonte Boulevard, currently occupied by Kohl's. The property is located in the geographic center of town, across the street from the Town Hall and the Colma Police Department. The parcel is identified in the General Plan as a site suitable for a walkable town center development and could be redeveloped as a mixed-use development with commercial and restaurant spaces at the ground level, residential uses above, entertainment uses, and public gathering spaces.

The General Plan includes a conceptual commercial, residential mixed-use development at the site. The concept is consistent with allowances for the site (with the exception of a height bonus) and shows a mixed-use Town Center consisting of 160,000 sq. ft. of commercial (retail) space and up to 240 residential units (22 dwelling units/acre). The maximum height shown is 72 feet (5 stories), and the total FAR is 1.8. This concept would provide a high-quality design/construction/materials, incorporate outdoor public gathering spaces, and include a diverse mix of land uses to be eligible for a height bonus. Similar projects have been successful in the nearby communities of Daily City and South San Francisco. The realistic capacity of this site was determined to be 22 extremely-low, 4523 very-low income units, 2353 low-income units, 4427 moderate income units, and 9084 above moderate-income units.

The existing building was built in 1980 and has not had any improvements in the last two decades. There has been an interest in acquiring the property by Republic Urban Properties (RUP) of San Jose, California, which is looking into a more comprehensive implementation of the adopted Colma General Plan 2040 (March 2022) for a mixed-use project. Talks between RUP and the property owner are ongoing as the current business (Kohl's) has been underperforming, per Colma HDL (business-related vendor) sales tax report for this 110,295 sq. ft. department store. There have been quite a few Kohl's locations closures throughout the country due to the same finding, therefore the possibility of the entire site being to be redeveloped is greater than previously measured.

~~As mentioned before for another property in this section, the existing zoning of the site is Commercial which allows for a Planned Development (PD) proposal, and as part, the Planned Development allows for additional flexibility in development standards including height, and other design standards for the 202-unit project, pursuant to Sections 5.03.090(C)(3), and 5.03.130 of the Colma Municipal Code, and a rezone (to PD) would not be required.~~

~~Additionally, with the new housing element overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.~~

ADDITIONAL SITES

Two separate parcels are located along the El Camino Real Corridor near the Town Hall and potential Town Center site. A vacant, 0.41-acre parcel is located on the northwest corner of El Camino Real and Collins Avenue. El Camino Real and Collins Avenue ~~is~~are surrounded by an assisted living facility to the west, flower shop to the north, and an office ~~ce-~~use to the south. ~~The site analysis for this site is a total of 8.2 units and is suitable for 8 above--moderate income units.~~ The second parcel is a 0.72-acre site located at 240 Collins Avenue. The parcel is an overflow parking lot, an underutilized site ~~evidenced by a permanent locked chain at its gateway. It is, and~~is bounded by an office ~~ce-~~use to the east, a car rental lot to the north, and a cemetery to the south and west. ~~The site analysis for this site indicates a total of 14.4 and is suitable for 14 above--moderate income units. There has been discussion with the property owner, Centrix Builders Inc., on maximizing the site for a multi-family dwelling complex, possibly exceeding 14 units.~~

Significant site constraints are unknown since an in-depth site analysis has not been completed for either site. However, the two properties are vacant or underutilized and are zoned for commercial use where multifamily developments are allowed. The sites are located by the geographic center of the Town and ~~are a~~is a walkable distance from the Town Hall and potential Town Center site.

~~Colma Municipal Code section 5.03.130 - "PD" Zone and under subsection (b) allows the following uses upon issuance of a use permit:~~

- ~~1) *Single family residential developments;*~~
- ~~2) *Multiple housing developments;*~~
- ~~3) *Neighborhood and community commercial centers;*~~
- ~~4) *Professional and administrative offices; or*~~
- ~~5) *A combination of such uses.*~~

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Therefore, the PD would allow any of the above uses or a combination thereof, such as mixed-use development, 100% multiple housing development, all commercial development, etc.

Additionally, with the new housing element overlay, this site will remove further governmental constraints which include removing parking requirements, allowing for residential use on commercial zoned land when prevailing wages are met, and CEQA-exempt ministerial approval if the development meets affordable housing targets.

Table H-556: El Camino Real Corridor Multi-Family Development Potential

Location	Designation & Zone	Acres	Dev. Pot.*	Affordability	Density Allowed	Constraints
El Camino Real 008-421-120 (Kohl's)	Mixed Use - Residential/ Commercial - (C/R)	8.06	202	<u>22 Extremely Low</u> <u>23</u> Very Low 23 low 44 Moderate 90 Above-Mod.	30 to 60 du/ac	Height bonus required to meet 202 units of 72' - compatible with the General Plan 2040 - is required to achieve the 202 units.
7733 ECR 008-127-020 (Sandblaster Site)	Commercial/ Residential - (C/R)	0.58 3	16	<u>4 Extremely Low</u> <u>4</u> Very Low 8 Above-Mod.	30 du/ac	Unknown
7778 ECR 008-141-080	Commercial/	0.60	15	7 Low 8 Above-Mod.	30 du/ac	Unknown

(Bocci Site)	Residential - (C/R)					
ECR and Collins 008-421-170	Planned Development (PD/R)	0.41	8	8 Above-Mod.	30 du/ac	Unknown
Collins near ECR 010-422-050	Planned Development (PD/R)	0.72	14	14 Above-Mod.	30 du/ac	Unknown
Total		10.37 2 acres	255 5 units	26 Extremely Low 275 3 Very Low 30 Low 44 Moderate 128 Above-Mod.		

* Development potential assumes that the properties would be developed at ~~20-20-30 du/ac~~ units per acre, and increased density around Colma BART station to 30 and the Kohl's site to 25 du/ac.

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GOVERNMENTAL CONSTRAINTS

As part of the Housing Element process, the Town analyzed its ~~z~~Zoning ~~c~~Code, permitting processes, development standards, and building codes to identify potential constraints for the development of housing. The Housing Element proposes specific actions and implementation schedules to remove such impediments, where possible.

GENERAL PLAN AND ZONING

Colma's General Plan and Zoning Ordinance provide for a wide range of allowable residential densities in both residential and commercial districts. General Plan densities typically determine the maximum number of dwelling units allowed on a specific site. The Zoning Ordinance is consistent with the General Plan and outlines the allowed uses in each zone. The Residential "R" Zone allows for the following uses by right: a single-family dwelling, a manufactured home, small and large family day-care homes, accessory dwelling units, supportive housing, transitional housing, and a home office or cottage food operation. Upon the issuance of a use permit, the following uses may be permitted in the R Zone: a multiple unit dwelling up to six units, residential planned development or a larger residential development provided that the residential density does not exceed that specified in the general plan, and/or a home occupation. The Neighborhood Residential "R-S" Zone allows for the following uses by right: -a single-family dwelling, a manufactured home, small and large family day care homes, community parks and public buildings, supportive housing, transitional housing, an accessory or junior accessory dwelling unit, and a home office or cottage food operation. ~~Use of a home occupation may be permitted in the R-S Zone upon issuance of a Conditional Use Permit.~~ The Commercial "C" Zone allows for the following uses by right: an emergency shelter, and an accessory dwelling. The following uses may be permitted in the C Zone upon issuance of a use permit: a commercial establishment, a single family or multiple family dwelling up to six units, residential planned development or a larger residential development provided that the residential density does not exceed that specified in the general plan, supportive housing, transitional housing, light industrial establishment, communication structures, commercial center, retail merchandising unit, and such other uses found by City Council to be of similar nature to described uses. The uses allowed in the C Zone with the issuance of a use permit may be permitted upon issuance of an administrative use permit instead of a use permit if the proposed use meets the following criteria: will occupy an existing commercial building or occupy a tenant space within an existing commercial building, ~~and~~ is within the same Building Code occupancy classification of the existing building, ~~and~~ does not require any building modifications, and will not exceed the available on-site parking. ~~U~~ Additionally, the Town has a Planned Development zoning designation which aims to allow flexibility in zoning standards by

permitting the following uses upon issuance of a use permit: single family residential developments, multiple housing developments, neighborhood and community commercial centers, professional and administrative offices, or a combination of such uses. permits relaxation of zoning standards. In the past, the Planned Development designation has been used to develop high density residential projects, that exceed the density requirements of their previous zoning. ~~This and~~ is the most successful manner by which to ~~of~~ developing the available parcels identified in the previous section, because of their unique site constraints and small sizes.

As discussed earlier, the Town's Commercial/Mixed Use and Commercial Land Use Designations sites will accommodate ~~a majority of most of~~ the housing need for lower income units. The Colma General Plan specifically identifies the Commercial/Mixed Use designation for ground-floor retail/office with residential units above. The mechanism to effectuate a mixed-use development is the rezoning of the property to Planned Development, which maintains the full multi-family allowance in the commercial ~~zone but zone but~~ allows for greater flexibility in development standards to maximize unit yield. Planned Development "PD" districts may be established in any R, E, or C Zone upon application by property owners or the initiative of the City Council. The Planned Development process is described in further detail in the Permit Processing Procedures section.

This analysis is based upon two assumptions: that the identified sites allowing mixed-use will be developed with the residential uses and developers will build to the estimated realistic densities for each of these sites. The first of these assumptions is prudent considering latest trends in the Town and sites near the identified sites. Developments near the identified sites were almost exclusively residential use projects or included a small portion of retail/commercial uses.

Residential projects have been proposed on two of the sites near the Colma BART Station, lending credence toward the sites being developed with residential uses. There are several other reasons why the identified sites are likely to develop with the estimated residential capacity during the planning period:

1. Areas designated for mixed-use development have no minimum commercial component requirement, so developers are able to develop ~~100% percent~~ residential (i.e., there is no vertical mixed-use requirement) on mixed use sites.
2. The Town supports housing in the Town's mixed-use areas by assisting in site assembly.
3. Most mixed-use sites are not prime sites favored by commercial establishments.
4. The sites ~~are located in~~ are in close proximity to where other new residential developments have been built or approved.

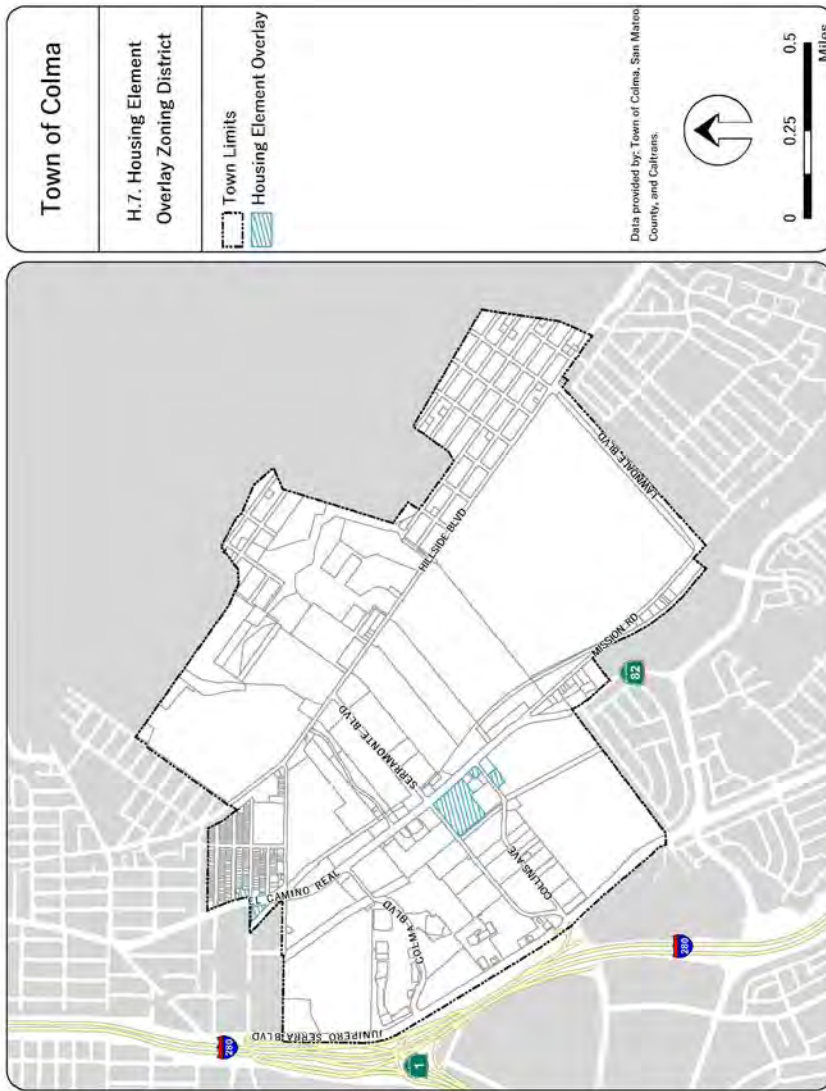
Thus, it is reasonable to assume that the identified sites will be developed as residential-use projects, at, or above, the estimated densities.

The Zoning Ordinance sets forth requirements that can affect the type, appearance, and cost of housing to be built within the Town of Colma. The Zoning Ordinance includes standards for development that determining minimum lot size, permitted use(s), minimum setbacks, maximum height limits and minimum parking standards. There is no lot coverage limit or floor area ratio standard for residential zoning districts in Colma. The building envelope allowed on a residentially zoned lot in Colma is determined by setbacks and height limits. In areas that allow residential development, R, R-S, and C, the zoning code only places restrictions on maximum height rather than limiting the number of building stories. -There are two residentially zoned districts in Colma, the Residential (R) zone and the Residential – Sterling Park (R-S) zone. -The R-zone allows single family dwellings by right (no land use entitlements required) and multi-family dwellings up to six units with approval of a Use Permit provided that the residential density proposed does not exceed that which is specified in the General Plan. All multi-family developments will require a Use Permit if they have greater than 6 units. The R-S zone allows single family detached dwellings only.

~~In order to~~To further remove constraints to developing housing on the five⁵ opportunity sites, the Town has created a Housing Element Overlay Zone. This zoning designation ~~will~~ allows for greater housing densities and supports mixed-use developments on the opportunity sites. Allowable uses and development standards in the housing overlay zone will reflect recent legislative decisions that aim to remove barriers to development. A few of the most impactful standards include removing minimum parking requirements within a half mile of public transit, and density bonus amendments that will allow for projects consistent with the densities described in the Town's Land Use Element, rather than the zoning ordinance. - Additionally, ~~as~~beginning of July 1, 2023, proposed multi-family projects that are located within the housing element overlay zone, pay prevailing wages, and meet specified affordable housing targets would undergo a ministerial approval process which would exempt the project from ~~will provide a ministerial California~~the California Environmental Quality Act (CEQA) and the Town's discretionary approval processes ~~exemption approval pathway for multi-family projects that pay prevailing wages and meet specified affordable housing targets.~~

Development standards in Colma such as setbacks, building height and off-street parking are similar to or less restrictive than those in surrounding communities and would not be considered unreasonable development constraints. For example, the minimum side yard (10 percent of lot width) can be as narrow as 3.33 feet, which is much smaller than the 10-foot setback required by many San Mateo County jurisdictions. Colma allows a minimum lot size of 3,333 square feet which is significantly smaller than most jurisdictions. In addition, Colma allows residential development on commercially zoned parcels, which is a far less restrictive land use policy than those found elsewhere in the County. The development standards for residential zones are summarized in the table below.

Figure H-7: Housing Element Overlay Zoning District



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Development standards in Colma such as setbacks, building height and off-street parking are similar to or less restrictive than those in surrounding communities and would not be considered unreasonable development constraints. For example, the minimum side yard (10 percent of lot width) can be as narrow as 3.33 feet, which is much smaller than the 10-foot setback required by many San Mateo County jurisdictions. Colma allows a minimum lot size of 3,333 square feet, which is significantly smaller than most jurisdictions. In addition, Colma allows residential development on commercially zoned parcels, which is a far less restrictive land use policy than those found elsewhere in the County. The development standards for residential zones are summarized in the table below:

Table H-4676: Current Residential Development Standards

Standard		R-S Zone	R Zone	C Zone
Front Setback:	First Floor	15' to building/19' to garage	15' to building/19' to garage	15' to building/19' to garage
Side Setback:	First Floor	10% of lot width or 10', whichever is less	10% of lot width or 10', whichever is less	10% of lot width or 10', whichever is less
Rear Setback:	First Floor	15'	25% of total lot area, not to exceed 25'	25% of total lot area, not to exceed 25'
	Second Floor	25'	25'	25'
FAR:		No restriction. Governed by setbacks/height limits	No restriction. Governed by setbacks/height limits	1.0-2.0
Height:		27'	36'	36'

Source: Town of Colma Municipal Code, Subchapter 5.03: Zoning

In 2013, the Town adopted manufactured home design standards. For the Town's the Town's two single-family residential zoning districts, manufactured homes are permitted as single-family dwellings in compliance with Government Code Section 65852.3(a)(9) and are permitted as single-family dwellings.

The parking standards are set forth in the zoning ordinance by district and are defined in Section 5.01.080 of the zoning ordinance. These standards are summarized in the table below.

Table H-4787: Parking Standards

Residence Type	Spaces Required		Total
	Covered	Uncovered	
Single Family Detached: (Over 4 bedrooms., add 0.5 spaces/each additional bedroom)	2		2
Multiple Units:			

Studio	1	.5	1.5-5
1 Bedroom	1	.5	1.5
2-4 Bedrooms	1	1	2
Over 4 Bedrooms add .5 covered or uncovered for each additional bedroom	<u>1 (min., add .5 per additional bedroom)</u>		<u>1 (min., add .5 per additional bedroom)</u>

Source: Town of Colma Municipal Code, Subchapter 5.01: General ~~Plan~~

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The Zoning Ordinance includes provisions for residential structures ~~that are existing or were~~ approved prior to March 1, 1988. These provisions require only one (1) parking space for each single-family dwelling or for a multi-family dwelling having no more than one bedroom and 1.5 covered parking spaces for each multi-family dwelling having two (2) or more bedrooms. If the existing units comply with these provisions, property owners are not required to provide additional parking spaces because of repairs, restoration, remodeling, or additions to such units. ~~However, if additional bedrooms are added to an existing single-family dwelling, the number of off-street parking spaces must be increased by 0.5 covered or uncovered spaces for each bedroom exceeding the total, existing and added, of four (4) bedrooms.~~

Parking requirements could be a potential constraint to development if high-density developments are required to meet the existing requirements. However, all of the sites in our site inventory are within a half mile of public transportation and are included in the Housing Element Overlay zone which removes all minimum parking requirements.

The density limits set forth in the Colma General Plan allow 13-30 units per acre in residentially zoned areas, and up to 30 units per acre in the mixed commercial/residential areas, including areas within the Commercial Overlay Zone. Up to 30 residential units per acre are permitted in certain commercial areas through mixed-use developments, which are established through the Planned Development process. Through the establishment of a Planned Development, standards may vary including those associated with parking, building height, and Floor Area Ratio. Density bonuses are also permitted under specific circumstances.

Although development standards and densities are generally less restrictive than those found in other Peninsula communities, Colma's high proportion of land uses directly related to the large inventory of cemetery land discussed in the preceding section must be viewed as a constraint to future development of housing in Colma. This constraint is not, however, insurmountable in view of the availability of sites identified in this document. Existing residential development standards, such as setbacks, height limits and parking requirements have not constrained housing development in the Town. In many cases, they are less restrictive than other jurisdictions in San Mateo County, resulting in lower costs to develop housing. The flexibility afforded in the Planned Development process allows residential development to achieve maximum densities while balancing livability and habitability standards.

The required setback from Colma Creek and the grading of sloped parcels is the extent of general environmental constraints to development in the Town. It is not anticipated that these environmental constraints will have a significant impact on housing development at the opportunity sites because they are all infill developments. Colma Creek does flow underground through the Kohl's site, but the potential environmental impacts of a development on the site have already been analyzed in the 2040 General Plan Update Environmental Impact Report.

BUILDING CODES

The 2019-2022 California Building Code is currently used in Colma. The new updated building code for 2023-2026 will be in place by January 2023, - and all applications will have to conform to the new code. The Town's Building Official verifies that new residences, additions, auxiliary structures, etc., meet all construction and safety standards. Building permits are required for most construction work. Additionally, building code enforcement helps the Town maintain a safe building stock. Building inspectors ensure projects are compliant with the minimum requirements of the Building Code and reference the strictest code when overlap occurs. Code enforcement officials work to ensure that projects have the correct permits and are adhering to the proper codes. The Town of Colma is a small and quiet community that does not encounter as many citizens reported code enforcement complaints as many larger, and more involved, surrounding communities.

ON- AND OFF-SITE IMPROVEMENTS

Site improvements are a necessary component of the development process. Improvements can include the laying of sewer, water, and streets for use by a community when that infrastructure is lacking, and these improvements make the development feasible. Due to the built-out nature of the Town, all the residential and commercial areas in Colma are already served with adequate streets, sidewalks, and infrastructure. This includes sidewalks that ~~only~~ usually only require modification to the location of curb-cuts. All 6 sites identified for development potential fall within serviced residential and commercial areas and are infill projects.

In areas already served by infrastructure, site improvement requirements vary depending on the existing condition of each project site. Usually, only standard connection laterals are required for most project utilities. The undergrounding of utilities from the nearest pole to the project is required of all projects, and street tree planting may also be required. These costs have not shown to be problematic for any developments in the Town when anticipated and known by the developer early in the process.

PERMIT PROCESSING AND PROCEDURES

As a small town, Colma provides high-level and personal customer service throughout the development process. Staff-level projects including sign review, temporary permits, and administrative use permits usually take less than 30 days to process. An example of an

administrative level use permit in a commercial zone would include an occupation of an existing commercial building or occupy a tenant space within an existing commercial building and is within the same Building Code occupancy classification of the existing building, and does not require any building modifications, and will not exceed the available on-site parking. If a project meets all forementioned criteria the review period should take be approved in about 45 days.

In residential zones, single-family dwelling units, manufactured homes, small and large day care homes, ADUs, JADUs (R-S only), supportive housing, and transitional housing are permitted uses and do not require a planning permit. These abovementioned housing types would go to the Building Department for a permit and during this process, the Planning Department would review it for compliance. This type of permit would be a minimum of 30 days for project review and would not have to go to City Council if it meets the criteria for residential zones.

Single-family residential infill construction does not require land use entitlements, and building permit-related fees vary depending on the project's valuation. Provided that a proposal meets zoning code regulations, additions to and new construction of single-family dwellings do not require review or approval by City Council. As noted above, single-family dwellings are not subject to CEQA. Processing for a new single-family dwelling would begin with building permit submittal and there are no neighborhood noticing requirements.

Upon submittal of a building permit application for a single-family addition or construction of a new single-family dwelling, the Building Department routes the plans and application to the other City Departments for review. At that time there would be a detailed review of the proposed construction to determine if the project meets all municipal code regulations. There are no residential design guidelines for single-family additions or new construction. During review of the application by the Planning Department, design of the proposed addition or new construction would consider overall mass and bulk of the project in relation to the surrounding neighborhood. While there are no specific design criteria, impacts of the addition on adjacent properties are considered during the plan check of the building permit application. Plan check comments are returned to the Building Department within 10 days of submittal so that comments can be provided to the applicant in a timely manner.

Building permit plan check and processing in Colma is efficient and timely. Building permits are processed in a few days. Building permits for projects that require approval of entitlements cannot be issued until a CEQA review is ~~completed~~completed, and the City Council approves all entitlement applications. ~~In order to~~To expedite the process leading to construction, it is not uncommon for applicants to submit plans for building permit review while simultaneously proceeding through the CEQA and entitlement processes. Depending on the complexity of a project, building permit issuance ranges from a few days to a few weeks.

Building permits must be secured before commencement of any construction, reconstruction, conversion, alteration, or addition. Approval of permit applications is based on conformity with the Zoning Ordinance, although the City Council has the power to grant variances from the terms of the Ordinance within the limitations provided by law.

Multi-family Development Process

~~Building permits must be secured before commencement of any construction, reconstruction, conversion, alteration, or addition. Approval of permit applications is based on conformity with the Zoning Ordinance, although the City Council has the power to grant variances from the terms of the Ordinance within the limitations provided by law.~~

~~Two ways of developing housing in Colma include the construction of individual single family residential units on existing lots or the rezoning of larger properties to a Planned Development (PD) zoning designation for provision of multi-family or higher density housing. The Town of Colma does not have a specific multi-family zoning designation. However, ~~so~~ the Town's zoning code and land use designations allow for multi-family developments through the Planned Development entitlement process as detailed below. ~~designations provides opportunities for multi-family housing. The Planned Development entitlement process requires the approval of a Conceptual Development Plan, and a Detailed Development Plan, and is subject to evaluation under the California Environmental Quality Act (CEQA). Construction of single family residential units does not require discretionary review and is exempt from CEQA evaluation. The Housing Element Overlay Zone creates an additional avenue for the development of housing in opportunity sites in Colma. The Housing Element Overlay Zone includes a set of requirements set by state legislation, including the need to pay prevailing wages and meet specified affordable housing targets, to undergo a ministerial approval process and be exempt from California Environmental Quality Act (CEQA) review.~~~~

Planned Development Process

~~Since Colma does not have a Planning Commission, larger projects such as multifamily housing in commercial or residential zones require City Council approval. The Planning Department typically provides a courtesy pre-application meeting for the applicant providing zoning standards, design guidelines (if applicable), parking requirements, etc. Once an application is received, the project is reviewed for completeness, including design review. During this stage the project is routed to various departments including building, engineering/public works, and fire. Assuming this application is complete, this process will take a minimum of 30 days. The next step is City Council hearing. For projects that require a public hearing, the Town notices all properties within a 300-foot radius at a minimum of 10-days prior to the hearing. If City Council approves a project, there is also a 10-day appeal period. In total, this type of project, as shown in Table H-50, could take anywhere from two to four months.~~

~~The Planned Development process can be summarized as follows:~~

~~Planned Development Districts may be established in any R, E, or C Zone upon application of a property owner(s), or upon the initiative of the City Council. A discretionary application for the establishment of a Planned Development District requires submittal of a Conceptual~~

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Development Plan which, if approved by the City Council, shall become part of the Zoning Map of the Town of Colma.

Once an application for a Planned Development (which consists of a Rezoning and a Use Permit request, at a minimum) is received by the Planning Department, the application is reviewed for completeness and processed as a Conceptual Development Plan. Applications to establish a Planned Development District shall be accompanied by a fee, which shall be established from time to time by the City Council of the Town of Colma by Resolution, for each proposed dwelling unit and each proposed commercial establishment shown in the Conceptual Design Plan. Said fee shall be in lieu of fees prescribed in the Town of Colma Municipal Code for an amendment to the Zoning Map, for a variance, or for a use permit. Environmental review is completed during the Conceptual Development Plan phase. All applications are processed concurrently, and entitlements are generally approved within four to six months of application filing. The approval process requires a discretionary decision to be made by the City Council.

The City Council shall make the following findings prior to approval of the Conceptual Development Plan:

1. The proposed uses are, in substantial part, generally or conditionally permitted under the zoning classification in existence for the proposed district at the time of application;
2. The proposed uses will not be detrimental to present and potential surrounding uses, but will have beneficial effects which could not be achieved under other zoning districts;
3. The streets and thoroughfares proposed are suitable and adequate to carry anticipated traffic, and density will not generate traffic in such amounts as to overload the street network outside the Planned Development District; and
4. The impact created by the development can be absorbed and serviced by the City (police and fire service, water supply, sewage disposal, etc.).

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The City Council shall make the following findings prior to approval of a Use Permit:

1. The specific proposed use will be consistent with the provisions of the General Plan and this subchapter;
2. The granting of the Use Permit will not be detrimental to the public health, safety or public welfare, or materially injurious to properties or improvements in the vicinity;
3. Existing property uses, large or small, will not be detrimentally affected by the proposed use;
4. The granting of the Use Permit will not constitute a grant of special privilege inconsistent with the limitations imposed by the zoning ordinance on the existing use of properties, large or small, within the Town of Colma;
5. The proposed structure or building conforms to the purposes and intent of the General Plan and zoning ordinance; and
6. The use will not constitute a nuisance as to neighboring persons or properties.

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The final step in the approval process is a Detailed Development Plan. The development standards that provide a guideline for Planned Development are those most closely associated with the General Plan land use designation. For example, the properties targeted for mixed-use along El Camino Real are designated as Commercial/Mixed Use in the Colma General Plan. Building heights, floor area ratios and setbacks adopted in the Commercial zoning district would be used as a guideline for Planned Development.

In the past, Planned Development "PD" has been the Town's primary method of entitling mixed use and multi-family housing developments of greater than 6 units. The most recent example of PD usage to develop multi-family housing was the entitlement of Veterans Village at 1670-1692 Mission Road. Veterans Village is a 66-unit affordable rental housing project that provides stable housing for military veterans transitioning from homelessness. The site was originally zoned Commercial "C", which allows for multifamily developments of greater than 6 units with a conditional use permit. By applying for a PD, the property owner(s) gave the City Council flexibility to adjust development standards to address site configuration and location. In this case, PD allowed them to create a development that would benefit the maximum number of occupants and meet their accessibility and support needs. This PD had a base density of 22 units per acre, but by providing 100% affordable housing, was entitled to an automatic 35% density bonus resulting in an allowable 66 units on the 2.23 acres. The usage of the PD zoning in a similar manner to the Veterans Village application, will allow for the maximization of housing potential on the identified opportunity sites.

The discretionary aspect of the PD approval process intended to provide flexibility in development standards and create projects that are cohesive with the surrounding area. For example, since most of Colma is near half mile of high-quality transit, utilizing AB 2097, the parking minimums can be waived in PD zones that meet these requirements.

The table below identifies various entitlements and the estimated processing time for each. Because many applications require multiple approvals, many of these approvals run concurrently. Variance and Use Permit requests usually take only two to four months to process. Because Colma has no Planning Commission, decision-making is streamlined.

Amendments and reclassifications to the Zoning Ordinance can be made by the City Council, subject to applicable provisions of State Law, and typically take four to six months to review. Procedures for amendments and reclassifications are stated in the Zoning Ordinance.

Table H-48948: Entitlement Processing Time and Approving Authority

Type of Permit	Typical Processing Time	Approving Authority
Design Review	2 to 4 months	City Council
General Plan Amendment	4 to 8 months	City Council
Zoning Reclassification	4 to 8 months	City Council
Variance to Zoning Regulations	2 to 4 months	City Council

Planned Development Plan	4 to 8 months	City Council
Parcel Map (in conjunction with PD)	4 to 8 months	City Council/Public Works
Subdivision Map (in conjunction with PD)	6 to 8 months	City Council/Public Works
Negative Declaration	4 to 6 months	City Council
Environmental Impact Report	6-8 months	City Council

Source: Town of Colma

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The DR or Design Review overlay zone may be combined with all base zone to achieve a consistent site landscape and building design theme in those areas where it is applied. In Colma the DR zone is applied to all sites except for the majority of Sterling Park neighborhood. DR zone applies to entirety of the site, landscape, and building plans whether it is submitted in connection with the construction of a new building or an alteration or modification to the structure or facade of an existing building, with a few exceptions. Usually, these exceptions apply to clashing of the established architectural theme. With the establishment of objective design standards and more detailed guidelines for the DR zone, could help streamline project applications and incentivize developers where costs during the design phase may be minimized. Programs 3.1 and 8.2 would help improve development potential in sites within town.

SB 35 Process

SB 35 requires jurisdictions that have insufficient progress toward their lower-income RHNA to streamline the review and approval of eligible affordable housing projects by providing a ministerial approval process that exempts proposed developments with at least 50 percent affordability from environmental review under CEQA for proposed developments. If a jurisdiction also has insufficient progress toward their above-moderate-income RHNA, then the jurisdiction is subject to stream the review and approval for developments with at least 10 percent affordability. SB 35 requirements will automatically sunset on January 1, 2026.

The Town of Colma has met the 5th Cycle RHNA and is not subject to streamlining the review and approval process.

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FEES

Fees

The cost of development for single-family and multifamily housing within the Town of Colma includes planning and building plan check fees, permit fees, utility service fees, recycling fees, and school fees. In addition, the Town of Colma imposes a parkland dedication fee for subdivisions (Quimby fee) and if inclusionary housing is not included (where required) then a housing in-lieu fee may also be imposed. Local governments typically assess many different types of residential development fees. These include planning fees, building permit and related fees, capital facilities fees, and development impact fees.

Planning Fees

Planning Fees

Planning-related application fees required for development in the Town of Colma fall into two categories: flat fees and deposits against actual costs. Flat fees are charged for processing applications through the Planning Department to develop property. Fees are due and payable upon making application and are non-refundable. Based upon an analysis of staff hours and comparison with other jurisdictions, the fees set forth do not exceed the estimated reasonable cost of providing the service. The Master Fee Schedule can be found on the Town's website at: <https://www.colma.ca.gov/master-fee-schedule/>.

The following table summarizes the flat fees applicable to development:

Table H-500: Planning Fees

Type of Permit	Fee
Accessory Dwelling Unit	\$611
Address Assignment	\$267
Administrative Use Permit	\$1,833
Design Review, Minor	\$1,986
Landscape Plan Review	\$267
Sign Permit	\$500
Sign Review	\$300
Special Event	\$100-\$500
Temporary Use Permit (Tier 1)	\$70
Temporary Use Permit (Tier 2)	\$500-\$1000
Tree Removal Permit, Minor	\$1,833
Tree Removal Permit, Major	\$4,124
Use Permit, Home Occupation	\$50

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Use Permit, Minor	\$7,255
Zoning Clearance for Retail Merchandising Unit	\$250
Zoning Letter	\$993

Source: Town of Colma Planning Permit Application

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Deposit-based fees are required for processing major development applications through the Planning Department. The initial deposits shown below are due and payable upon filing an application and are based on the typical amount of staff time necessary to process similar applications. If additional staff time is necessary to adequately evaluate an application, additional deposits will be required. In accordance with the Colma ordinance that established the current Master Fee Schedule, the total amount of deposit-based fees shall not exceed three times the initial deposit, plus reimbursable costs. Any unused deposits are returned to the applicant after a decision on the application has been made by the City Council. Proposed amendments require the same fees as an initial application. The following summarizes the deposit-based fees associated with typical entitlement applications for all types of residential development:

Table H-514: Deposit Against Actual Cost – Land Use Development Processing Fees, Planning Services

Type of Permit	Initial Deposit
Design Review, Major	\$7,102
General Plan Amendment	\$10,844
Lot Line Adjustment	\$8,416
Master Sign Program	\$7,255
Parcel Map	\$7,744
Planned Development Plan	\$6,949
Stormwater Review Deposit (Preliminary)	\$1,497
Subdivision Map	\$9,776
Use Permit, Major	\$7,225
Vacation or Abandonment of Public Easement	\$6,644
Variance to Zoning Regulations	\$7,255
Zoning Reclassification	\$8,935

Source: Town of Colma Planning Permit Application

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In addition to the above noted planning application fees, staff time associated with environmental review in accordance with CEQA (California Environmental Quality Act) review requires a separate deposit, which is due and payable at the time an application is submitted. As noted above, additional deposits will be required if the amount of staff time to evaluate the proposal exceeds the amount of the initial deposit. Any unused deposits are returned to the

applicant after a decision on the environmental document has been made by the City Council. The total processing fee will not exceed the actual, reasonable cost of providing the service. In addition to the application and CEQA review fees, applicants are required to submit pass-through fees to the San Mateo County Clerk and California Department of Fish and Game, collected by the City after the environmental determination has been approved by the City Council. The following table summarizes the fees associated with environmental review of a proposed development (not specifically residential):

Table H-522: CEQA Review Fees for Land Use Development Projects – Deposit Against Actual Cost

Application	Initial Deposit	Pass-through Fees
Categorical Exemption	\$267	\$50-Document handling fee
(Mitigated) Negative Declaration	\$8,019 is prepared by Staff; otherwise, 10% of the cost charged by an outside consultant	\$2,548.00 –CA Dept. Fish & Game fee \$50- Document handling fee
Environmental Impact Report	Consultant cost plus a deposit of 10% of the cost charged by an outside consultant	\$3,539.25 –CA Dept. Fish & Game fee \$50- Document handling fee
Environmental Document pursuant to a Certified Regulatory Program (CRP)	-	\$1,203.25 –CA Dept. Fish & Game fee \$50- Document handling fee

Source: Town of Colma Planning Permit Application

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The Town of Colma's Planning Department is partially funded by application fees and deposits, but the remaining cost of operating the department is subsidized by the Town's General Fund. A cost-of-service fee study was conducted in 2018, resulting in an overall increase of planning and building fees. Residential planning and building fees are broadly required by all jurisdictions in San Mateo County. In Colma, such fees are noted here as affecting development, but are not viewed as a governmental constraint.

The following tables provide estimated planning, building and impact fees per unit for different types of residential units when compared to other jurisdictions within San Mateo County. The fees are based on the following prototypical projects:

Table H-533: Total Fees (includes entitlement, building permits, and impact fees) per Unit

City	Single Family	Small Multi-Unit	Large Multi-Unit
Atherton	\$15,941	No Data	No Data
Brisbane	\$24,940	\$11,678	No Data
Burlingame	\$69,425	\$30,345	\$23,229
Colma	\$6,760	\$36,950	\$17,030
Daly City	\$24,202	\$32,558	\$12,271

East Palo Alto	\$104,241	No Data	\$28,699
Foster City	\$67,886	\$47,179	\$11,288
Half Moon Bay	\$52,569	\$16,974	No Data
Hillsborough	\$71,092	No Data	No Data
Millbrae	\$97,756	\$6,824	\$55,186
Pacifica	\$33,725	\$40,151	No Data
Portola Valley	\$52,923	No Data	No Data
Redwood City	\$20,795	\$18,537	\$62,696
San Bruno	\$58,209	\$72,148	\$39,412
San Mateo	\$99,003	\$133,658	\$44,907
South San Francisco	\$81,366	\$76,156	\$32,471
Unincorporated San Mateo	\$36,429	\$27,978	\$10,012
Woodside	\$70,957	\$82,764	No Data

Source: Baird + Driskell Fee Survey Summary

Colma's fees are generally much less than those of other jurisdictions in the County for the single-family home prototype. Development fees for multi-unit developments include additional entitlement costs that result in higher development fees per unit compared to single family developments in Colma. However, as shown in Table H-54, Total Fees as a Percentage of Total Development Costs below. The development fees for small and large multi-family developments are 4% and 2% of the total development costs, similar to San Mateo County jurisdictions. In addition, the fees for multi-family developments in Colma are less than the development fees for single family homes in surrounding jurisdictions. Generally, the fees collected by the Town are relatively low and are not considered an impediment to development.

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Table H-544: Total Fees as a Percentage of Total Development Costs

	Single family	Small Multi-Family	Large Multi-Family
Atherton	0%	No Data	No Data
Brisbane	1%	1%	No Data
Burlingame	3%	4%	3%
Colma	0%	4%	2%

Daly City	1%	4%	2%
East Palo Alto	4%	No Data	4%
Foster City	3%	6%	2%
Half Moon Bay	2%	2%	No Data
Hillsborough	3%	No Data	No Data
Millbrae	2%	8%	7%
Pacifica	1%	5%	No Data
Portola Valley	1%	No Data	No Data
Redwood City	1%	2%	8%
San Bruno	2%	8%	5%
San Mateo	4%	14%	6%
South San Francisco	3%	9%	4%
Unincorporated San Mateo	1%	3%	1%
Woodside	2%	9%	No Data

Source: Baird + Driskell Fee Survey Summary

Building Fees

Building Fees

Colma, in accordance with the Government Code, enforces the latest edition of the California Building Code to ensure the health and safety of residents of newly constructed housing. The Town's Building Department enforces the building code. Inspections and approvals are completed promptly and do not add unnecessary delays ~~into~~ the construction of new housing. Fees are assessed for these projects to offset plan check and inspection activities. -From time to time, the Town adjusts fees to keep up with inflation. -These fees are established in accordance with the Government Code.

Building permit fees for new construction and additions are determined in dollars per square foot based on the occupancy of the use, with the final determination for the occupancy made by the Building Official. Permit fees for alterations, reports, and interior changes (tenant improvements) are charged on a sliding scale that is based upon the valuation of the project. The plan check fee is 65% of the permit fees.

Recycling Fees

Recycling Fees

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In March 2004, the Colma City Council passed an ordinance to meet the goals of the California Integrated Waste Management Act of 1989. The ordinance requires that at least ~~65% percent~~ of the waste tonnage from any demolition project, including concrete and asphalt, (or 15% where there is no concrete and/or asphalt) be recycled and/or reused, consistent with the Act. Prior to demolition and building permit issuance, applicants must comply with the Town's Construction Debris and Demolition recycling ordinance and complete a "Recycling and Waste Calculation Form". At the time of building permit issuance, the applicant posts a deposit, at a rate of \$50 per ton for the percentage of recycled materials calculated. ~~At~~Upon the completion of the project, it is the contractor's responsibility to demonstrate that they have properly recycled the correct amount of waste generated by submitting receipts, weight tags, or other records to the Colma's ~~B~~uilding ~~D~~epartment for verification. If it is demonstrated that the construction debris recycling goals were met, the full amount of the deposit is refunded. If the amount recycled is less than the required amount, the Town of Colma retains the \$50.00 for each ton not recycled and/or reused. Since waste diversion is broadly required of all jurisdictions under State law, it is noted here as affecting development, but is not viewed as a constraint.

Public Works Fees

~~Public Works Fees~~

There are also public works fees associated with property development. These fees are charged for processing documents necessary to implement a plan to develop a property. Fees are due and payable upon making application and are non-refundable. These fees are in addition to any other fees set forth in this schedule.

Typical public works fees include sewer connection fees, water meter and service connection fees, ~~and~~ sidewalk, and special encroachment permits, and the most prevalent associated with residential construction, which are summarized on the following page.

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Table H-55: Public Works Fees – Town of Colma

Type of Permit	Fee
Grading Plan Check Fees	
50-2,000 cu. yds	\$99.00 + \$71.00 per 100 cu. yds.
Grading Plan Checking > 2,000 cu. yds	\$1,490.00 + \$75.00 per 100 cu. yds. (if > 2,000 cu. yds.)
Grading Permit, 50-2,000 cu. yds	\$596.00 + \$36 per 100 cu. yds.
Grading Permit, >2,000 cu. yds	\$1,201.00 + \$65.00 per 100 cu. yds. (if >2,000 cu. yds.)
Improvement Plan Check Fees	
Contracts of <= \$10,000	\$397.00
Contracts between \$10,000-\$100,000	\$429.00 + \$5.00 per \$1,000 of contract cost
Contracts between \$100,000-\$500,000	\$894.00 + \$8.00 per \$1,000 of contract cost
Contracts > \$500,000	\$4,170.00 + \$8.00 per \$1,000 of contract cost
Encroachment Permit, single residential lot driveway	\$230
Encroachment Permit, single residential lot utility cut by contractor in asphalt street or concrete sidewalk	\$230.00
Encroachment Permit, single residential lot utility cut by contractor in an interlocking concrete paver surface+ street or sidewalk	\$330.00
Encroachment Permit, fence and/or landscaping in right-of- way	\$25.00
Parcel or Final Map Subdividing Property	\$3,972.00 for four lots + \$199.00 per each additional lot + recording costs

Source: Town of Colma Public Works Department

School Fees

School Fees

In 1987, Assembly Bill 2926 amended the California Government Code to authorize school districts to levy school impact fees on new residential, commercial, and industrial development.

There are ~~two~~five school districts that serve Colma: The ~~Jefferson Union High School District (which includes Bayshore Elementary School District, Brisbane Elementary School, Jefferson Elementary School District, Pacifica Elementary School District); Brisbane Elementary School District,~~ and the South San Francisco Unified School District. There is one high school district, the Jefferson Union High School District. School fees are collected to offset costs of rehabilitation and maintenance of school buildings. Fees are collected on all new construction projects in Colma, ADUs over 750 square feet, and ~~on~~ residential remodels ~~in Colma~~ that add 500 square feet or more. Residential school development fees for the Bayshore, Jefferson, and Pacifica Elementary School Districts, and Jefferson Union High School District, are \$4.~~7908~~ per square foot.

Parkland Dedication

~~Parkland Dedication~~

The Colma City Council adopted Ordinance 641 in 2006 to require dedication of land and/or payment of a parkland dedication fee. The parkland dedication fee applies to projects in Colma that require approval of a tentative map or parcel map for residential uses by one or more dwelling units but exempts subdivisions containing fewer than 5 parcels and not used for residential purposes. This fee is determined by multiplying 0.003 acres per person in the dwelling unit (which is the same as three acres per 1,000 persons) times the total number of dwelling units in the development times the average number of persons per dwelling unit in the subdivision for which the approval of a map is being sought. The ordinance assumes that the average number of persons in a dwelling unit in the subdivision will be 3.07, which is the average occupancy ~~B~~based on the 2020 Census and the 2020 American Community Survey 5 Year Estimates. In subdivisions ~~of more than~~ver 50 lots, or, in the case of a condominium project, stock cooperative or community apartment project, if the subdivision contains more than fifty (50) dwelling units, the developer shall both dedicate land and pay a fee. The purpose of collecting these fees is to provide park and/or recreational land for use by the residents of Colma. ~~The Colma Parkland Dedication Fee ordinance is based on California State enabling legislation, so it is applicable statewide. Therefore, it is not viewed as a constraint to development, as many communities in the area have adopted the same regulations.~~

Local governments typically assess many different types of residential development fees. These include planning fees, building permit and related fees, capital facilities fees and development impact fees. Residential planning and building fees are broadly required by all jurisdictions in San Mateo County. In Colma, such fees are noted here as affecting development, but are not viewed as a governmental constraint.

Affordable Housing Fees

~~Affordable Housing Impact Fees~~

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The Colma City Council adopted an affordable housing impact fee which applies to housing, office, and retail development. The fees contribute to the Town's housing fund which is used to increase and improve the supply of housing affordable to moderate, low and very low-income households. The use of the fund is not limited to the housing opportunities within the Town's boundaries but also includes surrounding areas in San Mateo County.

Pursuant to Subchapter 5.12 of the Colma Municipal Code, Housing Impact Fee payments are required for all new for-sale residential developments of 5 or more units, for-rent residential developments, and commercial/non-residential developments that result in new floor area exceeding 5,000 square feet. For-sale residential development projects of fewer than fifteen units that are not, and have not been, part of a larger residential development project, may propose an alternative equivalent action such as land donation and off-site construction, subject to the review and approval by the City Council.

The affordable housing impact fee is based on the size and use of proposed developments as noted in Table H-56XX below.

Table H-56XX: Affordable Housing Impact Fees

<u>Use</u>	<u>Fee per Square Foot of Net New Floor Area</u>
Residential Use	
Single Family Detached Home	\$10.00
Townhouses, Duplexes and Triplexes	\$ 15.00
Apartments and Condominiums	\$ 15.00
Non-Residential Use (Only applies to developments over 5,000 sf)	
Hotel	\$5.00
Retail, Restaurants and Services	\$5.00
Office, Medical Office and Research and Development Uses	\$5.00

Source: Town of Colma Planning Department

Source: Town of Colma Planning Department

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Inclusionary Housing

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In December 2005, the Town adopted an Inclusionary Housing Ordinance amending the Colma Municipal Code. This Ordinance requires developments of 5 or more units including 20% inclusionary affordable units or pay an in-lieu fee to the Colma Housing Trust Fund. This Ordinance was amended in September 2016 and adopting through changes to Colma Municipal Code Section 5.12.

For for-sale residential developments of fewer than fifteen units, the developer may elect, as an option, to satisfy the requirements of this section by paying the in-lieu fee. At least 20% of the inclusionary units (or 4% of the total development) must be restricted to occupancy by very low-income households. An 20% of the inclusionary units (or 4% of the total development) must be restricted to occupancy by low-income households. The remaining 60% (or 12% of the total development) to moderate income households. Additionally, a minimum of 45 years for owner-occupied units must remain affordable.

For rental residential development, of five or more units, a Housing Impact fee is required. This fee is calculated based on net new square footage of residential floor area, excluding the square footage of units that are renter at affordable rent to moderate, low, or very low-income households so long as such units are deed restricted as such. The rental inclusionary housing provisions currently meet state requirements.

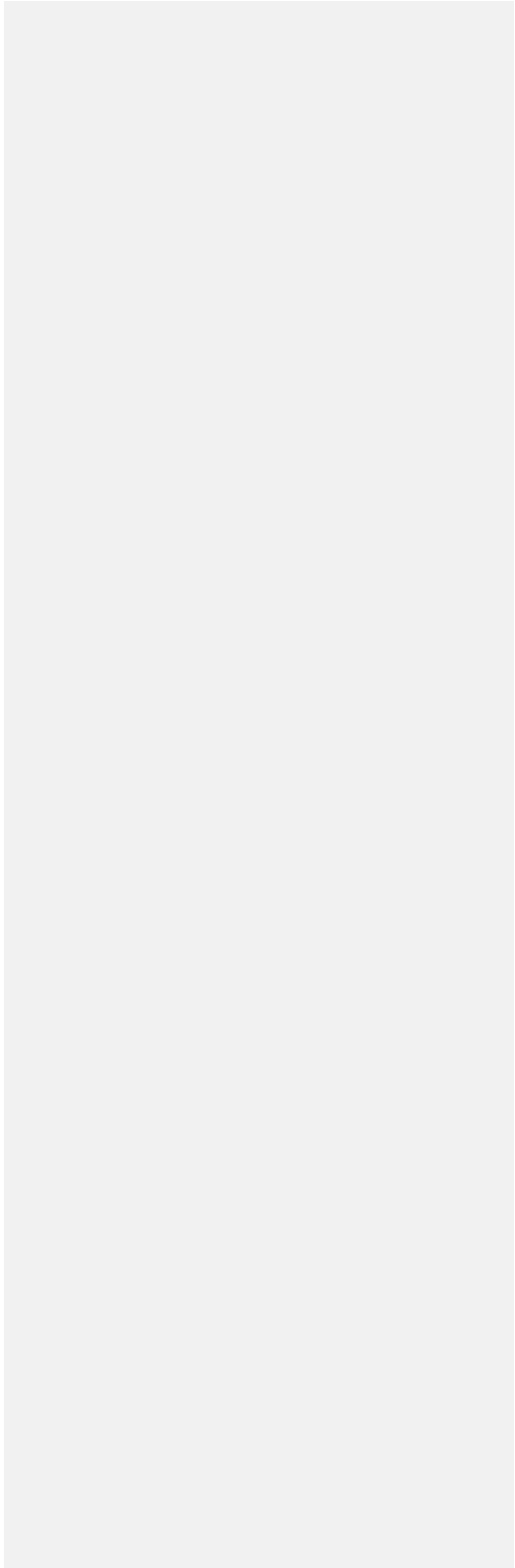
Incentives for both for sale and for rent housing that meet the requirements stated in Colma Municipal Code 5.12.040 and Government Code 65915(b)(1)(A)-(D) respectively, can be granted concessions or incentives of one or more by the City Council which include:

- a full or prorated reduction in the number or type of off-street parking spaces per unit;
- expedited processing by all Town departments before other residential land use application regardless of the original submittal date;
- deferred payment of all city required fees on a residential development project until the issuance of a certificate of occupancy;
- approval of mixed use zoning;
- financial assistance; or
- any other concession or incentive authorized by state law.

The Town's Affordable Housing Fund has not been utilized for the construction of new units. Funding from Veterans Village came from outside sources and the Hoffman Estates and Verano developments were completed prior to the establishment of the fund.

The framework and incentives for inclusionary housing is strong and providing ample incentives for developers to build both for-sale and for-rent housing for all income levels. The biggest challenge the Town faces whether it is for commercial or residential uses is available land that is not dedicated to cemetery use.

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HOUSING GOALS, POLICIES, AND PROGRAMS

This section describes this Housing Element's policies and programs, and quantifies the objectives intended to guide housing development in Colma until the year 2031. Many of the following programs are carried over from the 2015 Housing Element.

KEY HOUSING CONSIDERATIONS

By the year 2030, nearly one ~~out of~~ four San Mateo County residents will be over the age of 65. We must prepare for the aging baby boomer population by supporting healthy aging. Communities can support healthy older adults by placing neighborhood services near housing to allow for an easy walk between destinations, and ~~viable~~ accessibly high-quality public transit. Housing options for seniors can include senior housing with a variety of levels of services provided, assisted living facilities (a growing trend), and aging in place. Universal design (a set of building and design standards that make it easy for someone of any age to occupy a housing unit) can assist with aging in place. Shared housing arrangements (i.e., renting a room in an existing home) can also help meet senior needs.

Preserving the existing housing stock in Colma is a high priority. Continued maintenance of the existing housing stock helps provide lower-cost housing and ensures high-quality neighborhoods. Housing activities that help achieve these goals include rehabilitation of single- and multi-family housing, and code enforcement. Through code enforcement, and neighborhood, and home improvement programs, the Town maintains at the safe and healthy condition of existing housing units.

Providing affordable housing is essential for a healthy and balanced community. In addition to a diverse mix of housing types, it is necessary to make housing available for residents of all income levels. Throughout the Bay Area, residents face increasing challenges in finding affordable housing due to high housing demand at all levels. High demand and short supply have driven property values to levels that have shut many families and individuals out of the ownership market as well affordable rental housing. Lower-income families in particular find it difficult to secure decent, safe housing. The Town of Colma works with both nonprofit and for-profit developers to assist in the production of affordable for-sale and rental housing when opportunities arise. Seeking funding from varied sources increases opportunities for the development of affordable housing. Meeting the housing needs of all residents of the community requires the identification of adequate sites for all types of housing. By capitalizing

on the variety of options available through the General Plan and continuing to maintain an inventory of potential sites, the Town will ensure that adequate residentially zoned and mixed-use sites are available to facilitate the development of a variety of housing types.

Market and governmental factors pose constraints to the provision of adequate and affordable housing. These factors tend to disproportionately impact lower- and moderate-income households due to their limited resources for absorbing the costs. The Town of Colma is committed to removing governmental constraints that might hinder the production of housing. To fully meet the community's housing needs, the Town must ensure that housing is accessible to all residents, regardless of race, religion, family status, age, or physical disability.

HOUSING ELEMENT GOALS, POLICIES, PROGRAMS AND OBJECTIVES

Colma's long-term housing goal is to facilitate and encourage housing that fulfills the diverse needs of the community. The Housing Element identifies long-term housing goals and shorter-term policies to address the identified housing needs. The goals and policies are implemented through a series of housing programs. Programs identify specific actions the town will undertake toward putting each goal and policy into action.

The goals, policies, and programs build upon the identified housing needs in the community, constraints confronting the town, and resources available to address the housing needs. This Housing Element will guide Colma's housing policy through the 2023-2031 planning period.

Colma's housing goals, policies, and programs address the six major housing needs identified by State law:

- Maintain and preserve the existing affordable housing stock
- Assist in the development of affordable housing
- Identify adequate sites to achieve a variety and diversity of housing
- Remove constraints to housing development
- Promote equal housing opportunities
- Provide programs to meet other identified housing needs

Colma takes a comprehensive approach to housing planning. Housing, land use, economic development, and transportation policies work together to address the total housing need in Colma.

Colma has established eight goals relating to housing. These goals include seven goals from the 2015 Housing Element and one new goal. Under each goal, policies related to that goal area are listed.

Goal A: Identify adequate sites, with appropriate zoning and development standards and services, to accommodate Colma's share of the regional housing needs for each income level.

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- Goal B:** Assist in making available adequate housing to meet the needs of extremely low, very low-, low-, and moderate-income households.
- Goal C:** Address, and where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities.
- Goal D:** Conserve and improve the condition of the existing housing stock.
- Goal E:** Preserve assisted housing developments at risk of conversion to market-rate.
- Goal F:** Affirmatively Furthering Fair Housing. Meaningful actions to promote equal housing opportunities for and combat discrimination against all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, disability, or economic background.
- ~~Promote equal housing opportunities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status or disability.~~
- Goal G:** Encourage sustainable residential development that is energy efficient and consistent with existing and future Town values and policies related to reducing greenhouse gas emissions.
- Goal H:** When opportunity sites are developed, they require provision of public benefits with values proportional to the project's building square footage, in excess of established development standards.

To reach the above identified housing goals, specific housing policies and programs have been identified. Table H-567, identifies each housing policy, the specific housing goals that the policies relate to, and the programs implementing the policies. Table H-578 identifies the quantified objectives for construction, rehabilitation, and conservation of housing in the Town of Colma.

Table H-576: Town of Colma Goals, Polices, Programs and Objectives

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Policy 1: Encourage the construction of cost-effective single-family housing that caters to all income levels and demographics in the Sterling Park Residential Neighborhood.</p>				
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 1.1 Provide regulatory incentives to facilitate manufactured housing development in single-family residential zoning designations.</p> <p>In May of 2013 the City Council adopted Ordinance No. 720, allowing manufactured homes to be located in a single-family residential zone, provided it is on a permanent foundation, devoid of wheels or axles, and meets specified design standards, and establishing development standards applicable to manufactured homes.</p>	<p>Annually starting in 2023 through 2031</p>	<ul style="list-style-type: none"> • Planning Department will compile a list of housing manufacturers for residents interested in this type of housing. • The planning department will develop objective design standards for manufactured housing in single-family zoning designations. • Update the Colma Municipal Code to reflect new development and design standards for manufactured housing. Conduct annual outreach to community stakeholders to provide updates about new affordable housing opportunities. 	<p>The construction of up to 4 new suburban lots (if utilizing SB 9 lot split) on the vacant parcel on B Street in the Sterling Park Neighborhood by 2031.</p>

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal A: Identify Adequate Sites Goal B: Assist in making affordable units available	Program 1.2 General Plan Consistency Review and Annual Report. Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400. Provide an annual report on the Town's housing efforts to the City Council and ensure the annual report is available to the public.	Continue internal consistency review annually from 2023 to 2031 and make reports available to the public.	The planning department will continue internal consistency review annually from 2023 through 2031 and make reports available to the public.	Increase awareness to decision makers of annual progress toward meeting Housing Element Goals.
Goal B: Assist in making affordable units available	Program 1.3 Demonstrate consistency with the Employee Housing Act. Amend the zoning code to allow for employee housing for six or fewer employees to be treated as and permitted in the same zones as single family structures and employee housing consisting of no more than 12 units or 36 beds to be permitted in the same manner as agricultural uses in the same zone.	Amend the zoning code prior to the end of 2023.	The planning department will update the zoning code.	
Policy 2: Encourage the construction of second dwelling units where appropriate.				
Goal A: Identify Adequate Sites Goal B: Assist in making affordable units available	Program 2.1 Second Unit Ordinance. Pursuant to Colma's Zoning Code, second dwelling units are permitted in the "R" Zone, in accordance with state law. They are also permitted in the "C" zone with a Conditional Use Permit. Planning department to update the Town's Second Unit Ordinance to align with State ADU laws that will go into effect on January 1, 2023.	<ul style="list-style-type: none"> Update the Second Unit ordinance prior to the end of 2023. Create outreach materials and objective design standards prior to the end of 2023. 	The planning department will update the second unit ordinance and create outreach materials including objective design standards for ADU and second units.	<ul style="list-style-type: none"> To increase the number of second units/ADU/JADU by the end of 2031. Starting in 2023, one (1) second units/ADUs/JADUs annually.

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<u>Related Goal</u>	<u>Implementing Program</u>	<u>Timeframe</u>	<u>Tasks & Responsibility</u>	<u>Quantified Objective</u>
	<u>Planning department to create outreach materials for Second Unit and ADU development with objective design standards.</u>			

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<p>Goal A: Identify Adequate Sites</p>	<p>Program 2.2 Accessory Dwelling Units.</p> <p>The Town's zoning regulations allows an ADU or JADU subject only to a building permit under subsection 5.19.040(A) may be created on a lot in a residential or mixed-use zone. To maximize ADU development, this program will incorporate additional provisions beyond those required under State law including the following:</p> <ul style="list-style-type: none"> • Seek grants to help with ADU development • Conduct an annual survey of homeowner interest in ADUs and JADU • Develop ADU and JADU outreach materials • Notify residents of ADU/JADU eligibility <p>The Town will update the municipal code and ordinance to reflect state law for ADU/JADU that go in effect on January 1, 2023.</p> <p>The Town will continue to facilitate ADU construction by providing information to interested homeowners and on the Town's website and will track the number of new ADUs inquiries, issued permits, and completed projects.</p> <p>ADU production will be monitored on an annual basis and continue to update grant opportunities to help applicants with costs.</p> <p>In March 2017, the Town adopted an Ordinance related to any proposed ADU or JADU that does not conform to the objective standards set forth in Municipal Code Section 5.19, may be allowed with a Conditional Use Permit, in accordance with section 5.030.400 through 5.030.430.</p>	<p>Annually starting in 2023 through 2031</p>	<p>The planning department is responsible for all ADU/JADU programs including the Town's municipal code and ordinance related to ADUs/JADUs.</p>	<ul style="list-style-type: none"> • To increase the number of completed ADU/JADU by the end of 2031. • Starting in 2023, one (1) second units/ADUs/JADUs annually. • To have annual outreach materials, surveys, and housing-related workshops to highlight ADUs/JADUs and provide updates to state legislation (if changes have been made).
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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.				
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p> <p>Goal C: Remove governmental constraints</p>	<p>Program 3.1 Develop Objective Development and Design Standards for Planned Development Districts and create Administrative Approval Process.</p> <p>Pursuant to the Colma Zoning Ordinance, parcels zoned as "Planned Development (PD)" permit a mix of uses, including both residential and commercial. Higher-density, multi-unit residential developments are permitted in PD zones.</p>	<p>Starting in 2023 through 2031 and as inquiries are presented</p>	<ul style="list-style-type: none"> The Planning Department will establish clear objective design and development standards for "PD" Districts. The Planning Department will establish an Administrative Approval Process to streamline review of any high-density or mixed-use projects in the PD District. 	<p>For each commercial, and residential project, review and analyze the optimization of developable land.</p> <p>The .41-acre site on El Camino Real and Collins Avenue, at least 8 residential units.</p> <p>The .72-acre site on Collins Avenue near El Camino Real, at least 14 residential units.</p> <ul style="list-style-type: none"> Removes any constraints from requiring high-density residential or mixed-use projects to undergo a discretionary review process. Establishes objective development and design standards and administrative processing procedures that will streamline the housing review process for high-residential and mixed-use projects in PD Districts.

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal B: Assist in making affordable units available	<p>Program 3.2 Update the Town's Density Bonus Provisions to Stay Consistent with State Density Bonus Law.</p> <p>In December of 2005, the Town adopted a Density Bonus Ordinance that provides for the granting of concessions and an increase in density for qualifying residential projects, consistent with State Law.</p>	Annual review of the State's Density Bonus Law and update the Town's Ordinance as needed.	<ul style="list-style-type: none"> The planning department will assess and make any required amendments to the Town's Density Bonus Ordinance to stay consistent with State density bonus laws. City Council is responsible for the adoption of updates to the Town's Density Bonus Ordinance. 	A total of 22 extremely low-, 22 very low-, and 25 low-income affordable units by the end of 6 th Housing Element cycle.
Goal B: Assist in making affordable units available	<p>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations.</p> <p>Per state law, parking minimums are no longer required on projects that are located within .5 mile of high-quality transit, which can be utilized in the density identified in the 2040 General Plan from 30 du/ac to higher densities.</p>	Starting in 2023, annually review state legislature and update Town's ordinance as needed.	<ul style="list-style-type: none"> Planning Department is responsible for keeping up to date with state laws, identifying applicable property owners, and annual engagement. The planning department will identify and reach out to applicable property owners in the vicinity of the BART stations to utilize state law removing parking requirements and 	<ul style="list-style-type: none"> Vacant parcels that are located near BART stations, encourage development to be over 30 du/ac. Updated parking standards will facilitate in feasibility of high-density development near the BART station. Remove constraints for projects that meet all characteristics for a Categorical Exemption under CEQA for infill development projects.

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
			<p><u>maximize housing units including affordable units.</u></p> <ul style="list-style-type: none"> • <u>As part of the Zoning Code update in 2023, the Planning Department will update the Town's parking standards to include objective parking standards that will help facilitate a compact, well-designed residential development.</u> • <u>The Planning Department will review and process qualified urban infill and residential projects with a categorical exemption under CEQA. The use of the CEQA exemption will be assessed on a case-by-case basis to ensure projects are absent of any potentially significant environmental impacts.</u> 	<ul style="list-style-type: none"> • <u>At 7733 El Camino Real, at least 16 total housing units, but encourage more.</u> • <u>At 7778 El Camino Real, at least 15 total housing units, but encourage more.</u>

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal B: Assist in making affordable units available	<p>Program 3.4 Inclusionary Housing.</p> <p>The Town adopted an Inclusionary Housing Ordinance amendment which requires developments of 5 or more units including 20% inclusionary affordable units or pay an in-lieu fee to the Colma Housing Trust Fund. The program will help support the inclusion of units at extremely low-, very-low, low- and moderate income levels.</p>	Starting in 2023, and annually through 2031.	<p>City Manager administers the Housing Fund.</p> <ul style="list-style-type: none"> • Planning department will record, assess parcels, and reach out to housing developers. • The planning department will identify and keep a record of possible developable parcels within the town in which monies from the Housing Fund can be utilized. • The planning department will contact for-profit and nonprofit developers to gauge interest in identified parcels 	Develop a total of 22 extremely low-, 22 very low-, and 25 low-income units by the end of 6 th Housing Element cycle.
Goal A: Identify Adequate Sites Goal B: Assist in making affordable units available	<p>Program 3.5 Establish a Housing Element Overlay Zone</p> <p>The planning department will create a new overlay district based on the opportunity sites from the 6th cycle Housing Element. This overlay district will reflect state law that will be effective January 1, 2023. Some highlights of this overlay district will be:</p>	2023 through 2031. This overlay will go into effect once the 6 th cycle Housing Element is adopted by City Council and certified by HCD.	<ul style="list-style-type: none"> • Create a new overlay district based on the opportunity sites from the 6th cycle Housing Element. This overlay district will reflect state law that will be effective January 1, 2023. Some 	By the end of the 6 th Housing Element cycle, to have built 22 extremely low-, 22 very-low, 25 low, 37 moderate, and 96 above-moderate units for a total of 202 units.

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal C: Remove governmental constraints</p>	<ul style="list-style-type: none"> Residential use on commercially zoned property without rezoning for projects that pay prevailing wages CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development that meets affordable housing targets and pays prevailing wages No parking minimums within half-mile of high-quality transit. 		<p>highlights of this overlay district will be:</p> <ul style="list-style-type: none"> Residential use on commercially zoned property without rezoning for projects that pay prevailing wages CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development that meets affordable housing targets and pays prevailing wages No parking minimums within half-mile of public City Council to approve overlay district, as part of General Plan Update amendment, by March 2023. 	

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Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons;				
<p>Goal C: Remove governmental constraints</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 4.1 Reasonable Accommodations Ordinance Public Information, Ordinance Amendment and Monitoring</p> <p><u>In January 2007, the Town adopted an ordinance amending the Colma Municipal Code to provide a procedure by which persons with disabilities can request reasonable accommodation in seeking equal access to housing. The procedure includes an application form, establishes review authority, requires public noticing and requires findings. In March 2015, the Town amended its Reasonable Accommodation Ordinance to remove provisions that are not in compliance with fair housing laws. The Town will continue to provide public information to continue to allow for reasonable accommodation for persons with special needs. The Town will regularly monitor the implementation of the Town's codes, policies, and procedures to ensure that they comply with the "reasonable accommodation" for disabled provisions and all fair housing laws.</u></p>	<p>Ongoing, continuing in 2023 and annually.</p>	<ul style="list-style-type: none"> • <u>The Planning Department is responsible for amending and providing information about the municipal zoning code and monitoring the implementation of the Town's codes, policies, and procedures to ensure that they comply with the "reasonable accommodation" for disabled provisions and all fair housing laws.</u> • <u>The Planning Department shall assess all available resources available to the Town for use in funding and operation of services, programs, or activities that support reasonable accommodations for segmented groups with disabilities.</u> • <u>The Planning Department will work with the ADA Coordinator to obtain guidance on the</u> 	<p><u>To ensure that reasonable accommodation is made for individuals to have equal access to housing.</u></p>

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			<u>reasonable accommodations' application process.</u>	
<p>Goal E: Preserve assisted housing developments at-risk of conversion to market- rate.</p> <p>Goal F: Equal Opportunity for Housing</p>	<p>Program 4.2 Expand Senior Housing Opportunities. Through this program the Town maintains and manages Creekside Villas, an 18-unit Senior Housing Complex on El Camino Real. The current rental structure is designed to provide subsidized and affordable units to low-income seniors. This program aims to preserve affordable housing units for the senior population in town.</p>	Ongoing	<ul style="list-style-type: none"> • Town of Colma Administration and the Department of Public Works are responsible for maintenance/ management of the facility. • The Planning Department will work with developers to identify and expand senior housing opportunities in mixed-use and high-density multi-family housing projects. 	<ul style="list-style-type: none"> • To maintain affordable housing for seniors within the community. • To integrate senior housing into mixed-use and high-density developments in areas that are suitable for more modest income seniors.
<p>Goal F: Equal Opportunity for Housing</p>	<p>Program 4.3 Identify Opportunities for Emergency Shelters and Homeless Assistance. California Government Code Section 65583(a) (4) requires Colma to assess the need for emergency homeless shelters and zones to permit these shelters by right and without environmental review. In May of 2013, the Town of Colma amended its Municipal Code to implement Government Code Section 65583(a) 94). The amendment allows for the construction of an emergency homeless shelter within the Commercial (C) district. The Town of Colma supports LifeMoves for resources to homeless individuals and families or those at risk of being homeless.</p>	Ongoing	<ul style="list-style-type: none"> • The Planning Department will work with LifeMoves to obtain resources for homeless individuals. • The Planning Department will update the Town's website with resource and guidance for individuals seeking homeless assistance. • The Planning Department will provide 	<ul style="list-style-type: none"> • Promote housing and services for homeless individuals by supporting agencies such as LifeMoves.

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			<p><u>street outreach through volunteers and Homeless Liaisons.</u></p> <ul style="list-style-type: none"> • <u>Planning Department responsible for advising a potential developer of an emergency shelter of the zoning provisions.</u> • <u>Building Department responsible for processing building permits.</u> 	
<p><u>Goal F: Equal Opportunity for Housing</u></p>	<p><u>Program 4.4 Housing Opportunities for Persons with Developmental Disabilities</u></p> <p><u>Provide housing opportunities for individuals with disabilities so that they have access to public services in the least restrictive and most integrative setting appropriate to their needs.</u></p> <p><u>Identify areas where community-based housing could exist and create outreach programs to identify residents in Colma who need this type of housing and services.</u></p>	<p>Ongoing</p>	<ul style="list-style-type: none"> • <u>The Planning Department will identify existing community-based housing types such as community care facilities and group homes.</u> • <u>The Planning Department will prepare outreach programs to inform Colma residents and families of available housing and services for persons with developmental disabilities.</u> • <u>The Planning Department will reach out to local service providers of special needs groups to assist in</u> 	<ul style="list-style-type: none"> • <u>Provide equal opportunity for segmented groups with developmental disabilities to be able to live independently in an affordable housing.</u> • <u>Supports a variety of housing types to help address needs of persons with developmental disabilities.</u> • <u>Identifies unmet needs to overcome any constraints, including lack of capacity and available resources for segmented groups.</u>

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			<p><u>the identification and analysis of constraints to the provision of housing for persons with disabilities.</u></p> <ul style="list-style-type: none"> <u>The Planning Department will assess and implement development standards that supports by-right zoning for care facilities, including residential care facilities, that would contribute to affordable housing for segmented groups.</u> 	
<p><u>Goal B: Assist in making affordable units available</u></p> <p><u>Goal F: Equal Opportunity for Housing</u></p>	<p><u>Program 4.5 Low-Barrier Navigation Centers</u></p> <p><u>To comply with AB 101, the Town will amend the zoning code to permit Low-Barrier Navigation Centers in the C Zone.</u></p> <p><u>Low-Barrier Navigation Centers as defined by Government Code 65660(a) is housing or shelter in which a resident who is homeless or at risk of homelessness may live temporarily while waiting to move into permanent housing.</u></p>	<p><u>Amend the zoning code prior to the end of 2023.</u></p>	<p><u>The planning department will update the zoning code-</u></p>	<ul style="list-style-type: none"> <u>Identify areas where Low-Barrier Navigations could exist</u> <u>Support temporary housing types to help address the needs of those who are homeless or at risk of homelessness.</u>

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Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.				
<p>Goal B: Assist in making affordable units available</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 5.1 Knowledgeable Housing Referral. The Colma Planning Department currently retains a listing of major agencies and organizations active in housing related services in nearby cities and a listing of relevant regional, state, and federal offices providing project funding and individual assistance. Persons requesting information or assistance relative to fair housing discrimination complaints shall be referred to the County Community Services Department and provided with State and Federal printed information concerning Fair Housing Law and rights. Local fair housing policies are posted for public review at the Town Hall, Colma Community Center, and Creekside Villas - the Town's Senior Housing Complex.</p>	<p>Ongoing implementation of existing program. Annual updating of lists of major agencies and organizations active in housing related services.</p>	<p>Planning Department will continue to manage existing programs and resources for affordable housing.</p>	<p>To ensure that referrals can be made to provide equal access to housing.</p>
<p>Goal E: Preserve assisted housing developments at-risk of conversion to market-rate.</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 5.2 Human Investment Project (HIP) Support. The Town supports the Human Investment Project (HIP), which provides affordable housing opportunities to residents of San Mateo County such as a Home Sharing Program for the elderly and roommate referral. Information about HIP is periodically printed in the Town's monthly newsletter.</p>	<p>Ongoing implementation of existing program. Annual outreach to HIP Housing.</p>	<p>Planning Department is responsible for the ongoing management of the existing program. City Council is responsible for the approval of any monetary support.</p>	<p>Support better utilization and maintenance of existing housing stock and provides affordable housing.</p>

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<p>Goal B: Assist in making affordable units available</p> <p>Goal E: Affirmatively Furthering Fair Housing</p>	<p>Program 5.3 Section 8 Rental Assistance.</p> <p>Through this program, the Town actively encourages very-low to low income households to apply to the San Mateo Housing Authority for rent subsidies. Information on application dates and contacts will be disbursed to the community by the Colma Planning Department, in addition to the Housing Authority's local advertisement. The Town's existing newsletter, mailed to all households, is also utilized to distribute information, as is the Town's website.</p>	<ul style="list-style-type: none"> • Ongoing implementation of existing program. • Bi-annual assessment of program and coordination with landlords 	<ul style="list-style-type: none"> • Planning Department is responsible for the ongoing management of the existing program. • Planning Department conduct outreach programs that focus on promoting Section 8 Rental Assistance • Planning Department will contact and coordinate with landlords of affordable multifamily complexes bi-annually to provide information and assistance on the program. 	<ul style="list-style-type: none"> • Continues to encourage qualified persons to participate in Section 8 Rental Assistance. • Ensures that information is provided to qualified applicants to provide equal access to housing.
<p>Goal B: Assist in making affordable units available</p> <p>Goal E: Preserve assisted housing developments.</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p>Program 5.4 Address needs of Extremely Low-Income Households.</p> <p>To address the housing needs of extremely low-income, very low-, low-, low- and moderate-income households, the Town will identify and meet with property owners and nonprofit builders annually who specialize in building housing for extremely low-income households including those with special needs and veterans. This effort is designed to build a long-term partnership in development, assist potential developers in gaining access to specialized funding sources, identify the range of local resources and assistance needed to facilitate the development of housing for extremely low-income households, and to promote a variety of housing</p>	<p>Ongoing. Meetings with property owners and non-profit developers on an annual basis. Planning Department Staff participated in several panel discussions and interacted with developers and housing advocates as part of the 21 Elements process</p>	<ul style="list-style-type: none"> • Planning Department will lead the outreach and information dispersal efforts. • Planning Department will develop concessions for developers who include extremely low-income units within affordable housing developments. 	<p>Assists developers and property owners in making affordable units available, which, in turn, provides equal housing opportunities to segmented groups</p>

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	types, including higher density, multi-family, and shared housing.	to prepare this Housing Element.			
Goal B: Assist in making affordable units available	Program 5.5 Demonstrate consistency with the Employee Housing Act. Amend the zoning code to allow for employee housing for six or fewer employees to be treated as and permitted in the same zones as single-family structures and employee housing consisting of no more than 12 units or 36 beds to be permitted in the same manner as agricultural uses in the same zone.	Amend the zoning code prior to the end of 2023.	The planning department will update the zoning code.	<ul style="list-style-type: none"> To ensure that the Town is consistent with the Employee Housing Act. Support various housing types to help address the needs of employees in Colma 	
Goal B: Assist in making affordable units available	Program 5.6 Single Room Occupancy (SRO Housing) Amend the zoning code to allow for single room occupancy housing in the Colma zoning code in R-S, and C zoning districts. Add "single room occupancy housing" to the definition section of the zoning code.	Amend the zoning code prior to the end of 2023.	The planning department will update the zoning code.	To ensure that reasonable accommodation is made for individuals to have equal access to housing.	
Goal F: Affirmatively Furthering Fair Housing					
Policy 6: Recommend and promote energy conservation in existing and new housing.					

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<p>Goal G: Sustainable residential development</p>	<p>Program 6.1 Green Building Regulations for Residential Uses. The Sustainability Manager recommend for adoption of reach code (starting January 1, 2023) that all new residential construction to be all-electric, requirements for enhanced vehicle charging infrastructure for new residential and non-residential construction.</p>	<p>Estimated completion of the study will be towards the end of Q4 2022, with considerations and approvals presented to City Council in January 2023 and to go into effect once adopted by the City Council</p>	<ul style="list-style-type: none"> • Sustainability Manager to coordinate with Planning Department to amend Municipal Code once adopted by City Council. • Building Department to enforce reach code requirements for new construction projects. 	<ul style="list-style-type: none"> • Reduce GHG Emissions from both new residential and non-residential buildings. • Reduce the reliance on natural gas.
<p>Goal G: Sustainable residential development</p>	<p>Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage. Utilizing the Town's website and residential newsletter, the Town will provide information to the public on programs to assist in the provision of energy efficiency measures during new construction or as a residential retrofit. This includes updates to the existing program and new rebate programs.</p>	<p>Proactive Outreach</p>	<ul style="list-style-type: none"> • Planning and Building Departments to proactively educate applicants for applicable projects. 	<ul style="list-style-type: none"> • To create new and sustainable residential development. • To retrofit existing structures to increase efficiency and reduce energy use and cost.
<p>Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.</p>				

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<p>Goal D: Conserve and improve the condition of the existing housing stock.</p> <p>Goal E: Preserve assisted housing developments at-risk of conversion to market- rate.</p>	<p>Program 7.1 "Rebuilding Together Peninsula" Participation. The Town will continue affhin Rebuilding Together Peninsula as opportunities arise. Rebuilding Together Peninsula is a program organized by the Mid-Peninsula Housing Coalition. Through this program, Colma citizens and employees volunteer to rehabilitate a residence in the area, so their neighbors can live in warmth, safety and independence.</p>	<p>Ongoing participation in existing program.</p>	<p>All Town staff and residents responsible for participation.</p>	<p>To conserve and improve the condition of the existing housing stock.</p>	
<p>Goal D: Conserve and improve the condition of the existing housing stock.</p>	<p>Program 7.2 Neighborhood Improvement (Code Enforcement). Continue neighborhood improvement efforts through an active code enforcement program and provide staff as needed to improve residential areas.</p>	<p>Completed. Ordinance adopted September 12, 2012. Ongoing code enforcement program.</p>	<ul style="list-style-type: none"> • Planning Department will assess the conditions of the existing housing stock to determine processes for which cleanup and maintenance • Planning Department will seek out funding sources to assist with residential maintenance • Code Enforcement will assist with the inventory of residential units in need of maintenance and will coordinate with the Planning Department 	<p>Conserves and improves the conditions of the existing housing stock.</p>	

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			<u>to assess common maintenance items.</u> <ul style="list-style-type: none"> • <u>Planning Department, with assistance from the Building Official and City Attorney's office.</u> 	
<u>Goal D: Conserve and improve the condition of the existing housing stock.</u>	<u>Program 7.3 Organize Community Clean Up Days.</u> <u>Town will organize community clean up days, to promote rehabilitation, renovation, and home care. Programs include waste hauling programs, Town-provided painting materials, other renovation supplies, and organize volunteers.</u>	<u>Ongoing – the Town organizes community clean-up days on an annual basis.</u>	<u>Planning and Recreation departments responsible for program. City Council is responsible for adopting program.</u>	<u>To conserve and improve the condition of the existing housing stock.</u>
<u>Policy 8: Promote public participation transparency in housing and land use plans</u>				
<u>Goal C: Remove governmental constraints</u> <u>Goal F: Affirmatively Furthering Fair Housing</u>	<u>Program 8.1 Housing and Land Use Public Participation</u> <u>The Town will undertake public participation from all segments of the community including residents, members of workforce, all economic segments, and special needs groups regarding housing and land use in town.</u>	<u>Starting in 2023 and on an annual basis.</u>	<u>Planning Department will focus its outreach to the underrepresented, providing materials in various languages and in digital and print media.</u> <u>Projects related to housing will be continually updated on the Town's website as needed.</u>	<ul style="list-style-type: none"> • <u>Annual outreach to underrepresented community members which result in upward trending participation.</u> • <u>Update housing related projects on the Town's website as needed.</u>
<u>Goal C: Remove governmental constraints</u> <u>Goal F: AFFH</u>	<u>Program 8.2 Zoning and Fees Transparency</u> <u>The Town will post all zoning and development standards as well as inclusionary requirements for each parcel on its website.</u>	<u>Starting in 2023. Updating as opportunity sites are developed or new sites are made available.</u>	<u>Planning Department will organize all opportunity sites which will include objective development standards, inclusionary standards for all income levels, and fees.</u>	<ul style="list-style-type: none"> • <u>Update housing related projects on the Town's website as needed.</u> • <u>Meet inclusionary housing units for all income levels for the 6th cycle.</u>

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective	
Policy 1: Encourage construction of single family detached homes at all income levels in the Sterling Park residential neighborhood.					
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 1.1 Manufactured Housing Design Standards:</p> <p>California's Factory-Built Housing Law allows jurisdictions to regulate the design and aesthetics of manufactured housing as long as the restrictions are similar to those applied to other residences of similar size. Manufactured homes complying with and certified by state law must be permitted as single-family homes in residential neighborhoods. By drafting and adopting a design ordinance for manufactured homes, Colma can ensure that the aesthetics of Sterling Park will not be adversely affected by manufactured homes.</p> <p>In May of 2013 City Council adopted Ordinance No. 720, allowing manufactured homes to be located in a single-family residential zone, provided it is on a permanent foundation, devoid of wheels or axles, and meets specified design standards, and establishing development standards applicable to manufactured homes.</p>	Ongoing	Planning Department is responsible for making developers aware of this provision.	Allows for construction of single-family residences at lower costs, thereby reducing the cost of housing.	

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 1.2 General Plan Consistency Review and Annual Report: Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400. Provide an annual report on the Town's housing efforts to the City Council and ensure the annual report is available to the public.</p>	<p>Continue internal consistency review annually and make reports available to the public.</p>	<p>Planning Department is responsible for General Plan and Housing Element review and maintenance.</p>	<p>Increase awareness to decision makers of annual progress toward meeting Housing Element Goals.</p>
<p>Policy 2: Encourage construction of second dwelling units where appropriate:</p>				
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 2.1 Second Unit Ordinance: Pursuant to Colma's Zoning Code, second dwelling units are permitted in the "R" Zone, in accordance with state law. They are also permitted in the "C" zone with a Conditional Use Permit. Second dwelling units are not permitted in the Sterling Park neighborhood, in order to comply with the maximum density of the 13 units/acre density and to manage parking impacts.</p>	<p>Ongoing</p>	<p>Planning Department is responsible for providing information to prospective developers in areas where second units are permitted.</p>	<p>To increase the number of second dwelling units To encourage the development of second units in areas of the town where they are permitted or conditionally permitted (C and R zones).</p>

<p>Goal C: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p>	<p>Program 2.2 Accessory Dwelling Units.</p> <p>Accessory dwelling units (ADUs) provide affordable housing opportunities for the elderly, household employees, disabled persons, and low income persons, as well as a source of income for retired homeowners. The City's zoning regulations allows an ADU or JADU subject only to a building permit under subsection 5.19.040(A) may be created on a lot in a residential or mixed use zone. In order to maximize ADU development, this program will incorporate additional provisions beyond those required under State law including the following:</p> <ul style="list-style-type: none"> • Seek planning grants to reimburse ADU building fees • Conduct a survey of homeowner interest in ADUs and JADU • Develop ADU and JADU outreach materials • Notify residents of ADU/JADU eligibility <p>The City will continue to facilitate ADU construction by providing information to interested homeowners and on the City website and will monitor the number and affordability of new ADUs. ADU production will be monitored on an annual basis and if the City finds that ADUs are not being developed and made available at affordable rents to lower-income households at the rate anticipated, the City will implement additional incentives to more effectively promote development of affordable accessory units within six months of the findings. In March 2017, the City adopted an Ordinance related to any proposed ADU or JADU that does not conform to the objective standards set forth in Municipal Code Section 5.19 may be allowed by the City with a Conditional Use Permit, in accordance with section 5.030.400 through 5.030.430.</p>	<p>Annual monitoring throughout the planning period.</p>	<p>Planning Department is responsible for providing information in areas where ADUs are permitted.</p>	<p>Facilitate additional ADU development.</p>
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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.				
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p> <p>Goal C: Remove governmental constraints</p>	<p>Program 3.1 Planned Development Districts and Mixed Use:</p> <p>Pursuant to the Colma Zoning Ordinance, parcels zoned as "Planned Development (PD)" permit a mix of uses, including both residential and commercial. Higher density, multi-unit residential developments are permitted in PD zones.</p> <p>PD districts may be established in any R or C zone upon application of a property owner or owners, or upon the initiative of the City Council.</p>	Ongoing	<p>Planning Department is responsible for the review of planned development applications.</p> <p>City Council is responsible for the adoption of planned development rezones.</p>	<p>To optimize the use of developable land to maximize the General Plan density of each developable site.</p> <p>To allow for the implementation of Density Bonus provisions when appropriate.</p>
<p>Goal B: Assist in making affordable units available</p>	<p>Program 3.2 Density Bonus Provisions for Affordable Housing:</p> <p>In December of 2005, the Town adopted a Density Bonus Ordinance that provides for the granting of concessions and an increase in density for qualifying residential projects, consistent with State Law.</p>	Ongoing	<p>Planning Department is responsible for making developers aware of density bonus provisions.</p>	<p>To increase the supply of housing units through the use of density bonus provisions.</p>
<p>Goal B: Assist in making affordable units available</p>	<p>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations:</p> <p>Pursuant to the Colma General Plan, a residential density policy applicable to property fronting on El Camino Real between B, C and D Streets encourages high density residential facilities in the vicinity of the Colma and South San Francisco BART Stations.</p>	Ongoing provision of information to prospective property buyers	<p>Planning Department is responsible for processing development applications.</p> <p>City Council is responsible for approving new developments.</p>	<p>To facilitate the development of housing units and affordable housing units in proximity to the BART station.</p>

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective	
	At the Colma BART Station, policies suggest that rooflines exhibit a pitched roof treatment, and that the east facade of all structures not exceed the equivalent of two stories above properties in the adjacent R-S Zoning District.				
Goal A: Identify Adequate Sites Goal B: Assist in making affordable units available Goal C: Remove governmental constraints	Program 3.4 Planner Responsibility to Promote Affordable Housing and Mixed-Use: At the time first contact is made with Town staff, developers are alerted by the City Planner of the Town's desire to provide a wide range of housing, including units affordable to lower income households. The Planner informs prospective developers of the numerous alternatives for financing the construction of affordable housing units, including available incentives such as density bonuses, and provides them with a list of vacant and underutilized properties in Colma. Provide development community with HCD "Financial Assistance Program Directory".	Ongoing implementation of existing program.	Planning Department is responsible for ongoing management of the existing program. City Council is responsible for approving new developments.	To assist in the development of affordable units.	
Goal A: Identify Adequate Sites Goal B: Assist in making affordable units available Goal C: Remove governmental constraints	Program 3.5 Planned Development Zoning Provisions for Single Family Attached Development: The Town's Planned Development Ordinance provides for residential development proposals that would not be possible under the available conventional zoning. Establishing a PD or 'Planned Development' allows for site-specific constraints to be taken into account when setting the regulations for development, such as design, setback, and parking standards. By allowing for PDs in the Zoning Code, the Zoning Code becomes more flexible and accommodating of residential proposals that can respond to site specific conditions.	Ongoing enforcement of existing ordinance and standards.	Planning Department is responsible for ongoing enforcement of municipal zoning code.	To optimize the use of developable land to maximize the General Plan density of each developable site. To allow for the implementation of Density Bonus provisions when appropriate.	

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal A: Identify Adequate Sites</p> <p>Goal B: Assist in making affordable units available</p> <p>Goal C: Remove governmental constraints</p>	<p>Program 3.6 Ensure No Net Loss of Required Units.</p> <p>For each of the three sites identified to accommodate housing for lower income households approved for development at a realistic capacity lower than that identified in the Housing Element, the Town shall identify a site with available infrastructure, without site constraints that would impair achieving maximum densities, and rezone the identified site with a maximum density of 30 units per acre. The rezoned site shall be of sufficient size to accommodate the equivalent realistic capacity of the underdeveloped site so that there is no net loss of capacity in zoning for lower income households.</p> <p>In May of 2013, the Town added to the Colma Municipal Code the provision that there be no net loss of housing at designated housing sites, pursuant to Govt. Code Section 65863.</p>	<p>Ongoing provision of information to developers and enforcement of the no net loss provision.</p>	<p>Planning Department is responsible for determining realistic capacity and ensuring adequate sites for required units.</p>	<p>To assure that all units identified in the Housing Element will be built on designated sites or alternative sites.</p>

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective	
Goal B: Assist in making affordable units available	<p>Program 3.7 Inclusionary Housing: In December 2005, the Town adopted an Inclusionary Housing Ordinance amending the Colma Municipal Code. The Ordinance requires developments of 5 or more units including 20% inclusionary affordable units or pay an in-lieu fee to the Colma Housing Trust Fund. The Town participated in a countywide nexus study to consider appropriate affordable housing impact fees, commercial linkage fees, and determine a nexus for an affordable housing requirement that is fair and equitable. The results of this study were published in September 2015. In September 2016, the City adopted an Ordinance amending Colma Municipal Code Section 5.12 related to Inclusionary and Affordable Housing.</p>	Ongoing	Planning Department is responsible for evaluating and presenting to the City Council options on how to implement the Nexus Study.	To create new affordable housing units both for rent and for sale.	
Goal H: Provision of public benefits	<p>Program 3.8 Development Agreement: Require a development agreement for the development of opportunity sites. The agreement will specify the public benefits that will be provided in exchange for the requested higher intensity or density. The Town will negotiate the terms of the Development Agreement including the period during which the entitlement will be available to the developer and public benefits that will be provided by the developer.</p>	Ongoing	Planning Department is responsible for determining realistic intensity or density.	To assure that opportunity sites would require a development agreement that would specify the public benefits that will be provided in exchange for the requested higher intensity or density.	

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal H: Provision of public benefits	<p>Program 3.9 Funding District: For residential and office development on opportunity sites, consider the creation of a funding district or other funding mechanism to assure that the project will pay for Town services required to support and maintain the project in perpetuity.</p>	Ongoing	Planning Department is responsible for determining a funding district or other funding mechanism.	To ensure that opportunity sites would pay for Town services required to support and maintain a project in perpetuity.
Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.				
<p>Goal C: Remove governmental constraints</p> <p>Goal F: Equal Opportunity for Housing</p>	<p>Program 4.1 Reasonable Accommodations Ordinance Public Information, Ordinance Amendment and Monitoring In January 2007, the Town adopted an ordinance amending the Colma municipal code to provide a procedure by which persons with disabilities can request reasonable accommodation in seeking equal access to housing. The procedure includes an application form, establishes review authority, requires public noticing and requires findings. In March 2015, the Town amended its Reasonable Accommodation Ordinance to remove provisions that are not in compliance with fair housing laws. The Town will continue to provide public information in order to continue to allow for reasonable accommodation for persons with special needs. The Town will regularly monitor the implementation of the Town's codes, policies, and procedures to ensure that they comply with the "reasonable accommodation" for disabled provisions and all fair housing laws.</p>	Ongoing.	The Planning Department is responsible for amending and providing information about the municipal zoning code and monitoring the implementation of the Town's codes, policies, and procedures to ensure that they comply with the "reasonable accommodation" for disabled provisions and all fair housing laws.	To ensure that reasonable accommodation is made for individuals to have equal access to housing.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective	
Goal E: Preserve assisted housing developments at risk of conversion to market rate. Goal F: Equal Opportunity for Housing	Program 4.2 Senior Housing: Through this program the Town maintains and manages Creekside Villas, an 18-unit Senior Housing Complex on El Camino Real. The current rental structure is designed to provide subsidized and affordable units to low-income seniors.	Ongoing	Town of Colma Administration and the Department of Public Works responsible for maintenance/management of the facility.	To maintain affordable housing for seniors within the community.	
Goal F: Equal Opportunity for Housing	Program 4.3 Emergency Shelters: California Government Code Section 65583(a)(4) requires Colma to assess the need for emergency homeless shelters and zones to permit these shelters by right and without environmental review. In May of 2013, the Town of Colma amended its Municipal Code to implement Government Code Section 65583(a)(4). The amendment allows for the construction of an emergency homeless shelter within the Commercial (C) district.	Ongoing	Planning Department responsible for advising a potential developer of an emergency shelter of the zoning provisions. Building Department responsible for processing building permits.	Allowance for an emergency shelter.	
Goal F: Equal Opportunity for Housing	Program 4.4 Inform local developers of opportunities to provide transitional and supportive housing: Provide information regarding the Town's transitional and supportive housing opportunities to local developers through counter handouts and interactions, and on the Town's website.	Ongoing	Planning Department.	Allowance for transitional and supportive housing.	

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal F: Equal Opportunity for Housing	Program 4.5 Transitional and supportive housing is considered a residential use of the property, subject only to those restrictions that apply to other residential dwellings of the same type in the same zone: In May of 2013, the Town of Colma amended its Municipal Code to allow transitional and supportive housing as a residential use of property of the same type and in the same zone, with no restriction on the number of units within the Commercial/Multi-family zone.	Ongoing	Planning Department to inform those that make inquiries to the Planning Department of the provisions.	Allowance for transitional and supportive housing in residential zones.
Goal F: Equal Opportunity for Housing	Program 4.6. Reach out to local service providers of special needs groups to assist in the identification and analysis of constraints to the provision of housing for persons with disabilities. Identify unmet needs and — to the degree possible — overcome any constraints, including lack of capacity and available resources.	Development of program and ongoing implementation.	Planning Department	To ensure that equal access and opportunities are provided to persons with disabilities for housing.
Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.				
Goal B: Assist in making affordable units available Goal F: Equal Opportunity for Housing	Program 5.1 Knowledgeable Housing Referral: The Colma Planning Department currently retains a listing of major agencies and organizations active in housing related services in nearby cities and a listing of relevant regional, state, and federal offices providing project funding and individual assistance. In particular, persons requesting information or assistance relative to fair housing discrimination complaints shall be referred to the County Community Services Department and provided with State and Federal printed information concerning Fair Housing	Ongoing implementation of existing program.	Planning Department is responsible for the ongoing management of the existing program.	To ensure that referrals can be made to provide equal access to housing.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
	Law and rights. Local fair housing policies are posted for public review at the Town Hall, Colma Community Center, and Creekside Villas, the Town's Senior Housing Complex.			
Goal E: Preserve assisted housing developments at risk of conversion to market-rate. Goal F: Equal Opportunity for Housing	Program 5.2 Human Investment Project (HIP) Support. The Town supports the Human Investment Project (HIP), which provides affordable housing opportunities to residents of San Mateo County such as a Home Sharing Program for the elderly and roommate referral. Information about HIP is periodically printed in the Town's monthly newsletter.	Ongoing implementation of existing program.	Planning Department is responsible for the ongoing management of the existing program. City Council is responsible for the approval of any monetary support.	Supports better utilization of existing housing stock and provides affordable housing. It also supports better maintenance of existing housing stock.
Goal B: Assist in making affordable units available Goal F: Equal Opportunity for Housing	Program 5.3 Section 8 Rental Assistance. Through this program, the Town actively encourages very-low-income households to apply to the San Mateo Housing Authority for rent subsidies. Information on application dates and contacts will be disbursed to the community by the Colma Planning Department, in addition to the Housing Authority's local advertisement. The Town's existing newsletter, mailed to all households, is also utilized to distribute information, as is the Town's website.	Ongoing implementation of existing program.	Planning Department is responsible for the ongoing management of the existing program.	To ensure that information is provided to qualified applicants to provide equal access to housing.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal D: Conserve and improve the condition of the existing housing stock.</p> <p>Goal E: Preserve assisted housing developments.</p>	<p>Program 5.4 Housing Recordkeeping: Through this program a master list of total housing units and the estimated population is maintained by the City Planner and updated annually using building records.</p>	<p>Ongoing implementation of existing program.</p>	<p>Planning Department is responsible for the ongoing management of the existing program.</p>	<p>To conserve and improve the condition of the existing housing stock.</p>
<p>Goal B: Assist in making affordable units available</p> <p>Goal E: Preserve assisted housing developments.</p> <p>Goal F: Equal Opportunity for Housing</p>	<p>Program 5.5 Address needs of Extremely Low-Income Households: To address the housing needs of extremely low-income, very low-, low-, and moderate-income households, the Town will identify and meet with property owners and nonprofit builders annually who specialize in building housing for extremely low-income households including those with special needs and veterans. This effort is designed to build a long-term partnership in development, assist potential developers in gaining access to specialized funding sources, identify the range of local resources and assistance needed to facilitate the development of housing for extremely low-income households, and to promote a variety of housing types, including higher density, multi-family, and shared housing.</p>	<p>Ongoing. Meetings with property owners and non-profit developers on an annual basis. Planning Department Staff participated in several panel discussions and interacted with developers and housing advocates as part of the 21 Elements process to prepare this Housing Element.</p>	<p>Planning Department will lead the outreach and information dispersal efforts.</p>	<p>To assist developers and property owners in making affordable units available, which, in turn, provides equal housing opportunities.</p>
<p>Policy 6: Recommended and promote energy conservation in existing and new housing.</p>				

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal G: Sustainable residential development	Program 6.1 Greenbuilding Regulations for Residential Uses: Colma Planning Department will study the appropriateness and effectiveness of adopting green building and green landscaping ordinances, as part of a Town effort to address global climate change and energy conservation. The study will include consideration of energy efficient design, use of renewable resources in building and interior design materials, and the incorporation of solar and wind energy infrastructure.	Current State Building Codes require higher energy efficiency. After there is a better understanding of the new code requirements, the town will study the appropriateness, effectiveness and feasibility of adopting green building and green landscaping ordinances.	The Planning Department and Building Department are responsible for implementing the Climate Action Plan and reviewing code requirements. City Council is responsible for the approval of code amendments.	To create new and sustainable residential development To retrofit existing structures to increase efficiency and reduce energy use and cost.
Goal G: Sustainable residential development	Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage: The Town will provide information to the public on programs to assist in the provision of energy efficiency measures during new construction or as a residential retrofit.	Ongoing-	Planning and Building Departments.	To create new and sustainable residential development. To retrofit existing structures to increase efficiency and reduce energy use and cost.
Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.				

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<p>Goal D: Conserve and improve the condition of the existing housing stock.</p> <p>Goal E: Preserve assisted housing developments at risk of conversion to market rate.</p>	<p>Program 7.1 "Rebuilding Together Peninsula" Participation: The Town will continue participation in Rebuilding Together Peninsula as opportunities arise. Rebuilding Together Peninsula is a program organized by the Mid-Peninsula Housing Coalition.</p> <p>Through this program, Colma citizens and employees volunteer to rehabilitate a residence in the area, so their neighbors can live in warmth, safety and independence.</p>	Ongoing participation in existing program.	All Town staff and residents responsible for participation.	To conserve and improve the condition of the existing housing stock.
Goal D: Conserve and improve the condition of the existing housing stock.	<p>Program 7.2 Neighborhood Improvement (Code Enforcement): Continue neighborhood improvement efforts through an active code enforcement program and provide staff as needed to improve residential areas. Consider revision of the Municipal Code section to allow administrative citation authority and to levy fees, civil penalties and continue to use civil and criminal litigation to bring about compliance.</p>	Completed: Ordinance adopted September 12, 2012. Ongoing code enforcement program.	Planning Department, with assistance from the Building Official and City Attorney's office.	To conserve and improve the condition of the existing housing stock.
Goal D: Conserve and improve the condition of the existing housing stock.	<p>Program 7.3 Nuisance Abatement and Property Maintenance process to Improve Individual Properties and Neighborhood Pride. The Town will continue its active pursuance of compliance by property owners on laws related to property maintenance permit conditions and construction and zoning codes in order to correct conditions of visual blight and to protect property values.</p>	Ongoing enforcement of existing ordinance and standards.	Planning Department is responsible for ongoing enforcement of the municipal zoning code.	To conserve and improve the condition of the existing housing stock.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective	
Goal D: Conserve and improve the condition of the existing housing stock.	Program 7.4 Organize Community Clean Up Days. Town will organize community clean up days, to promote rehabilitation, renovation and home care. Programs may include waste hauling programs, Town provided painting and other renovation supplies, and possibly organize volunteers.	Ongoing – the Town organizes community clean-up days on an annual basis.	Planning and Recreation departments responsible for program. City Council is responsible for adopting program.	To conserve and improve the condition of the existing housing stock.	

QUANTIFIED OBJECTIVES

Table H-587 summarizes quantified objectives for the construction, rehabilitation and conservation of housing in the Town of Colma for this Housing Element. The RHNA allocation for the town includes 44 very low (this includes extremely low-incomes), 25 very low, 37 moderate, and 96 above moderate units for a total of 202 units. To account for extremely low-income units, the allocated 44 units for very low is divided in half, where 26 new units will be allocated to the extremely low-income levels and 27 new units to the very low-income levels. At the time of this draft of the Town has not identified any units that may be considered rehabilitation and/or conservation/preservation eligible. Under the Town of Colma Goals, Policies, Programs and Objectives table, Policy 7, the goals are to identify housing units that would be eligible for rehabilitation and/or conservation/preservation.

Table H-587: Quantified Objectives 2023-2031

Income Category	RHNA	New Construction	Rehabilitation	Conservation/ Preservation	Total ¹
Extremely Low (Less than 30% of AMI) ²	0	26	0	0	0
Very Low (30-50% of AMI)	44	27	0	0	0
Low (50-80% of AMI)	25	30	0	0	0
Moderate (80-120% of AMI)	37	44	0	0	0
Above Moderate (Greater than 120% of AMI)	96	128	0	0	0
Total	202	255	0	0	255

Notes:

¹Totals in each category are estimated based on site inventory, income category of existing units to be conserved and past performance in rehabilitation.

²The "extremely low income" category is not formally included in the RHNA. However, cities are charged with addressing the housing needs of this population in the Housing Element. The extremely low-income totals are based on an estimated average of 50 percent of all very low-income households, per HCD direction.

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EVALUATION OF THE PRIOR 2015 HOUSING ELEMENT

State housing element law requires communities to assess their achievements under adopted housing programs as part of the update of an existing housing element. These results should be quantified where possible (e.g., rehabilitation results), but may be qualitative where necessary (e.g., mitigation of governmental constraints). Past accomplishments are compared with what was projected or planned as part of the earlier housing element. Where significant shortfalls exist between what was planned and what was achieved, the reasons for such differences must be discussed.

The 2015 Housing Element identified a number of programs designed to facilitate affordable housing and quantified the number of units to be achieved through the various programs. An evaluation of the housing programs included in the 2009 Housing Element ultimately informed the policies and programs of the 2015 Housing Element, as several successful programs were carried over to this Housing Element, ~~and~~ some less successful programs were modified by either consolidation or through elimination.

EFFECTIVENESS OF PREVIOUS HOUSING ELEMENTS

The previous Housing Elements have been effective in maintaining, improving and increasing the supply of new housing.

The 2015 Housing Element called for 59 new units. Town records show that 75 new units were built under the 2015 Housing Element, exceeding the goal of 59 units. Therefore, the 2015 Housing Element was highly effective in meeting its RHNA allocation. This success was due to a successful identification of opportunity sites in the Housing Element and policies favorable to housing development.

Special needs populations include elderly, persons with disabilities, large families, female-headed single parent households, farmworkers, persons experiencing homelessness, and extremely low incomes. The Town made a diligent effort in addressing the needs of the housing needs of these groups through the programs and policies in the 2015 Housing Element. As a result of these programs, Veterans Village was built and completed. 31 very-low units and 34 low-income units were made available to Veterans who at one time formerly homeless, low-income, and have special needs.

The 2015 Housing Element called for 59 new units. Town records show that 75 new units were built under the 2015 Housing Element, exceeding the goal of 59 units. Therefore, the 2015 Housing Element was highly effective in meeting its RHNA allocation. This success was due to a successful identification of housing sites in the Housing Element and policies favorable to housing development.

The main factor that allowed the Town to reach its goal was the development of the Veterans Village, a 66-unit affordable housing community for veterans.

Colma is in compliance with Assembly Bill 1233, which requires that necessary rezoning identified by the previous Housing Element be adopted within a specific time frame.

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APPROPRIATENESS OF THE 2015 HOUSING ELEMENT POLICIES AND PROGRAMS

After thorough review, ~~Many of the staff identified~~ policies and programs ~~offrom~~ the 2015 Housing Element ~~that will be carried over into the 2023 Housing Element. Some programs were deemed to remain~~ have been modified to strengthen the program, some consolidated into one program, and others eliminated. ~~appropriate and have been carried over to the 2023 Housing Element.~~ The 2015 Housing Element contains a series of Implementation Programs. Table H-589 provides a program-by-program review considering progress to date in implementation of these program actions, and the continued appropriateness of identified programs. The results of this analysis form the basis for developing the comprehensive housing program strategy presented in the General Plan Housing Element.

HOUSING ELEMENT PROGRAM EVALUATION (2015-2023)

Table H-598: Town of Colma Previous Housing Element Accomplishments

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
Policy 1: Encourage construction of single family detached homes at all income levels in the Sterling Park residential neighborhood.			
Program 1.1 Manufactured Housing Design Standards. Timing: Ongoing Responsibility: Planning Department	Allows for construction of single-family residences at lower costs, thereby reducing the cost of housing.	In May of 2013 City Council adopted Ordinance No. 720, allowing manufactured homes to be located in a single-family residential zone, provided they are it is on a permanent foundation, devoid of wheels or axles, and meets specified design standards, and established ing development standards applicable to manufactured homes.	Since adoption of this ordinance in 2013, no requests have been made to construct a manufactured home. This program is continued in the 2023 Housing Element. (see Program 1.1) Modifications to the program include annual outreach, developing objective design standards for manufactured housing in single-family housing zoning designations, and encourage developers to utilize lot split under SB 9.
Program 1.2 General Plan Consistency Review and Annual Report. Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400. Timing: Ongoing Responsibility: Planning Department	Increase awareness of to decision-makers of annual progress toward meeting Housing Element Goals.	Continue internal consistency review annually and make reports available to the public.	The Town's General Plan was adopted in March 2022 and the Planning Department continues to annual report housing progress to HCD. This program is continued in the 2023 Housing Element. (See Program 1.2).

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			Modifications to the program include annual internal consistency review and public reporting of the review on the Town's website.
Policy 2: Encourage construction of second dwelling units where appropriate.			
Program 2.1 Second Unit Ordinance. Pursuant to Colma's Zoning Code, second dwelling units are permitted in the "R" Zone, in accordance with state law. Second dwelling units are not permitted in the Sterling Park neighborhood, in order to comply with the maximum density of the 13 units/acre density and to manage parking impacts. Timing: Ongoing Responsibility: Planning Department	To increase the number of second dwelling units; and to encourage the development of second units in areas of the town where they are permitted or conditionally permitted (C and R zones).	Accessory Dwelling Unit (ADU) Ordinance adopted in 2017. The ordinance was amended in 2020 to comply with new state housing laws.	No new second units were constructed under the 2015 Housing Element. This program is effective and will continue in the 2023 Housing Element. (see Program 2.1 and 2.2) Modifications include updating Second Unit Ordinance in 2023, creating outreach materials which include objective design standards for ADU and second units. New ADU program (program 2.2), which includes annual outreach, workshops, and updating ADU ordinance to reflect state law in 2023.
Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.			
Program 3.1 Planned Development Districts and Mixed Use. Pursuant to the Colma Zoning Ordinance, parcels zoned as "Planned Development (PD)" permit a mix of uses, including both residential and commercial. Higher density, multi-unit residential developments are permitted in PD zones.	To optimize the use of developable land to maximize the General Plan density of each developable site; and to allow for implementation of Density Bonus	The Planned Development District process is an effective tool in allowing for design flexibility for maximizing unit output. No new Residential Planned Developments were constructed under the 2015 Housing Element.	No new "PD" Districts were established or Mixed Use developments were built in the current cycle. This program is effective and will continue in the 2023 Housing Element. (see Program 3.1)

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
PD districts may be established in any R or C zone upon application of a property owner or owners, or upon the initiative of the City Council. Timing: Ongoing Responsibility: Planning Department	provisions when appropriate.		<u>Modifications include objective design standards and development standards for "PD" Districts, establish Administrative Approval Process to streamline review of any high-density or mixed-use projects.</u>
Program 3.2 Density Bonus and Inclusionary Housing Provisions Timing: Ongoing Responsibility: Planning Department	To increase the supply of housing units through the use of density bonus provisions.	Evaluation to be completed within one year of Housing Element adoption.	<u>Town Colma is participating with other jurisdictions in San Mateo County to prepare a joint Nexus study to the support existing ordinance.</u> <u>No new housing units were built using Density Bonus and Inclusionary Housing Provisions.</u> This program is continued in the 2023 Housing Element. <u>(see Program 3.2)</u> <u>Modifications include annual review of State's Density Bonus Law and make amendments to the Town's Density Bonus Ordinance for consistency.</u>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations. Timing: Ongoing Responsibility: Planning Department</p>	<p>To facilitate the development of housing units and affordable housing units in proximity to the BART station.</p>	<p>The Town continues to encourage development near the BART Stations. Due to the recession, no units were built.</p>	<p>No new units were built under the 2015 Housing Element as a result of the economy. This program is continued in the 2023 Housing Element. <u>(see program 3.3)</u> <u>Modifications include removing parking minimums for projects located within .5 mile of high quality transit, annual review of state legislature, updating the Town's ordinance as needed, outreach to property owners regarding new laws, and updating the Zoning Code to reflect changes.</u></p>
<p>Program 3.4 Planner Responsibility to Promote Affordable Housing and Mixed-Use. Timing: Ongoing Responsibility: Planning Department</p>	<p>To assist in the development of affordable units.</p>	<p>Ongoing implementation of existing program. <u>This program and other programs led to Veterans Village to be built during the current housing cycle.</u></p>	<p>Routine meetings and inquiries with property owners, citizens and developers as they request information about various properties. <u>This program and other programs led to Veterans Village to be built during the current housing cycle.</u> <u>While this program was successful, it will be discontinued in the 2023 Housing Element. The planning department has adopted this practice for every vacant and non-vacant site in town.-</u></p>

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.5 Planned Development Zoning Provisions for Larger Lot Development. Timing: Ongoing Responsibility: Planning Department The Town's Planned Development Ordinance provides for residential development proposals that would not be possible under the available conventional zoning. Establishing a PD or 'Planned Development' allows for site-specific constraints to be taken into account when setting the regulations for development, such as design, setback, and parking standards.</p>	<p>To optimize the use of developable land to maximize the General Plan density of each developable site; and to allow for implementation of Density Bonus provisions when appropriate.</p>	<p>None. The Town of Colma only has smaller development sites which are planned to be developed with higher density housing. No opportunities for Planned Development zoning have been presented.</p>	<p>No new units were constructed under the 2015 Housing Element-current housing cycle. This program is discontinued in the 2023 Housing Element.</p>
<p>Program 3.6 Ensure No Net Loss of Required Units. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that all units identified in the Housing Element will be built on designated sites or alternative sites.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, prohibiting the density of any multi-family residential site identified in the 2009 Housing Element from being reduced unless (1) the reduction is consistent with the General Plan and (2) the remaining sites are adequate to meet the Town's allocation of the regional housing needs (RHNA).</p>	<p>No new units were built under the 2009 Housing Element as a result of the economy, so this program scenario has not presented itself. This program is effective and has been discontinued in the 2015 Housing Element.</p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 3.7 Inclusionary Housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>To create new affordable housing units both for rent and for sale.</p>	<p>Nexus Study and Housing Impact Fees adopted 2016.</p> <p><u>This program and other programs led to Veterans Village to be built during the current housing cycle.</u></p>	<p>This program is continued <u>modified</u> in the 2023 Housing Element. <u>(see Program 3.4)</u></p> <p><u>Modifications to this program include a Inclusionary Housing Ordinance that requires a development of 5 or more to have 20% affordable units or pay an in-lieu fee. The planning department will also proactively reach out to property owners and developers to utilize Housing Fund.</u></p>
<p>Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.</p>			
<p>Program 4.1 Reasonable Accommodations Ordinance Enforcement. Timing: Ongoing Responsibility: Planning Department</p>	<p>To ensure that reasonable accommodation is made for individuals to have equal access to housing.</p>	<p>No requests for reasonable accommodation were made during the 2015 Housing Element period.</p>	<p>No requests for reasonable accommodation have been made during the reporting period. In January 2007, the Town adopted an ordinance amending the Colma municipal code which outlines the reasonable accommodation process.</p> <p>This program is modified in the 2023 Housing Element. <u>(see program 4.1)</u></p> <p><u>Modifications include Planning Department's responsibility to amend.</u></p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			<p><u>implement, monitor, and provide information about the municipal zoning code. This department will also confirm that the Town's codes, policies, and procedures will comply with the "reasonable accommodation" for disabled provisions and all fair housing laws. Joint efforts with the Town's ADA Coordinator to obtain guidance on reasonable accommodations' application process.</u></p>
<p>Program 4.2 Senior Housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>To maintain affordable housing for seniors within the community.</p>	<p>Completed and ongoing.</p>	<p>Through this program the Town maintains and manages Creekside Villas, an 18-unit Senior Housing Complex on El Camino Real. The current rental structure is designed to provide subsidized and affordable units to low-income seniors.</p> <p>This program is effective and will continue in the 2023 Housing Element. <u>(see program 4.2)</u></p> <p><u>Modifications include the Planning Department identifying opportunities to expand senior housing in mixed-use and high-density multi-family housing projects.</u></p>

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p>Program 4.3 Emergency Shelters. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allowance for an emergency shelter.</p>	<p>Completed. In May of 2013 City Council adopted Ordinance No. 720, allowing emergency shelters on all properties zoned for commercial use, without a conditional use permit or other discretionary permit, and establishing development standards <u>including proximity to other shelters (no closer than 300 feet), vehicle parking for employees, bicycle parking, shelter capacity, client waiting areas, length of stay, screening of outdoor uses, exterior lighting, laundry facilities, and personal property storage</u> applicable to emergency shelters (An emergency shelter is housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less).</p>	<p>No requests for an emergency shelter have been made during the 2015 Housing Element period.</p> <p>This program is effective and will continue in the 2023 Housing Element. <u>(see program 4.3)</u></p> <p><u>Modifications include working with LifeMoves, updating the Town's website for homeless related assistance, and advising potential developers of emergency shelter and zoning provisions.</u></p>
<p>Program 4.4 Inform local developers of opportunities to provide transitional and supportive housing. Timing: Ongoing Responsibility: Planning Department</p>	<p>Allowance for transitional and supportive housing.</p>	<p>Ongoing. Information provided at time of counter interaction.</p>	<p><u>No dedicated transitional or supportive housing was built in the current housing cycle. Veterans Village does provide housing to formerly homeless veterans and provide supportive services to their residents.</u></p> <p>This program <u>is effective and will not</u> continue in the 2023 Housing Element. <u>Program 4.3 (see Program 4.3) does</u></p>

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			cover some of the elements in this program.-
Program 4.5 Amend the Zoning Code within one year of adoption of the Colma Housing Element to clarify that transitional and supportive housing is considered a residential use of the property, subject only to those restrictions that apply to other residential dwellings of the same type in the same zone. Timing: Ongoing Responsibility: Planning Department	Allowance for transitional and supportive housing in residential zones.	Completed. In May of 2013 City Council adopted Ordinance No. 720, allowing transitional and supportive housing on all properties zoned for residential or commercial use (Transitional housing is rental housing for a set period of time of at least six months and Supportive housing means rental housing with no limit on length of stay, which is linked to certain support services), and establishing development standards applicable to both.	<u>The Town has amended its zoning code to clarify that the supportive housing is considered a residential use of property.</u> <u>As a result, this program is proposed to be modified in the 2023 Housing Element to note that the Town has amended its zoning to clarify that the supportive housing is considered a residential use of property-will not continue in the 2023 Housing Element.</u>
Program 4.6. Reach out to local service providers of special needs groups to assist in the identification and analysis of constraints to the provision of housing for persons with disabilities. Timing: Ongoing Responsibility: Planning Department	To ensure that equal access and opportunities are provided to persons with disabilities for housing.	During the preparation process of the 2015 Housing Element, the 21 Elements team facilitated a series of panel discussions to solicit input from stakeholders throughout the county on housing issues. Three meetings were held, with focused stakeholder participants, including housing developers, housing advocates and funding providers, and special needs service providers.	This program is effective and continued in the 2023 Housing Element. <u>(see program 4.4)</u> <u>Modifications include identifying existing community-based housing types, outreach to residents who have special needs and local providers can assist with special needs. The Planning Department will assess and implements development standards that support by-right zoning for care facilities and affordable housing for segmented groups.</u>
Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.			

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
Program 5.1 Knowledgeable Housing Referral. Timing: Ongoing Responsibility: Planning Department	To ensure that referrals can be made to provide equal access to housing.	Information and referrals made during the reporting period to individuals calling or coming into planning department offices. The Colma Planning Department currently retains a listing of major agencies and organizations active in housing related services in nearby cities and a listing of relevant regional, state state, and federal offices providing project funding and individual assistance.	<p><u>There were no reported violations of fair housing in this cycle.</u></p> <p>This program is effective and will continue in the 2023 Housing Element. <u>(see Program 5.1)</u></p>
Program 5.2 Human Investment Project (HIP) Support. Timing: Ongoing Responsibility: Planning Department	Supports better utilization of existing housing stock and provides affordable housing. It also supports better maintenance of existing housing stock.	The Town supports the Human Investment Project (HIP), which provides affordable housing opportunities to residents of San Mateo County such as a Home Sharing Program for the elderly and roommate referral. Information about HIP is periodically printed in the Town's monthly newsletter.	<p><u>HIP has attended town events on an annual basis to promote this program.</u></p> <p>This program is effective and will continue in the 2023 Housing Element. <u>(see Program 5.2)</u></p>
Program 5.3 Section 8 Rental Assistance. Timing: Ongoing Responsibility: Planning Department	To ensure that information is provided to qualified applicants to provide equal access to housing.	Information is disbursed to the community by the Colma Planning Department. Through this program, the Town actively encourages very-low-income households to apply to the San Mateo Housing Authority for rent subsidies.	<p>This program is effective and will continue in the 2023 Housing Element. <u>(see Program 5.3)</u></p> <p><u>Modifications includes outreach programs, contacting landlords of multifamily properties in town to educate and inform of program.</u></p>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
Program 5.4 Housing Recordkeeping. Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock.	Through this program a master list of total housing units and the estimated population is maintained by the City Planner and updated annually using building records.	This program will be effective and will not continue in the 2023 Housing Element <u>as this is a task currently done by the Planning Department.</u>
Program 5.5 Address needs of Extremely Low--Income Households. Timing: Ongoing Responsibility: Planning Department	To assist developers and property owners in making affordable units available, which, in turn, provides equal housing opportunities.	San Mateo County and 21 Elements organized a affordable housing developer panel in December 2013 that was attended by Colma Staff. <u>As a result, 31 very-low and 34 low housing units were built at Veterans Village.</u>	This program is effective and will continue in the 2023 Housing Element. <u>(see Program 5.4)</u> <u>Modifications includes annual meetings with property owners, non-profit developers, and outreach to stakeholders who can assist in the development in affordable units.</u>
Policy 6: Recommended and promote energy conservation in existing and new housing.			
Program 6.1 Greenbuilding Regulations for Residential Uses. Timing: Ongoing Responsibility: Planning Department, Sustainability Team, Building Department	To create new and sustainable residential development To retrofit existing structures to increase efficiency and reduce energy use and cost.	The Town has currently enforced the 2013 state building codes which provide for a high level of efficiency. In addition, the Town is working with PG&E to support their “energy by design” review of building permit plans and rebate program. The Colma Planning Department will continue to evaluate the appropriateness and effectiveness of adopting green building and green landscaping ordinances that have greater energy efficiency standards, as part of a Town effort to address global climate change and energy conservation.	This program is effective and will continue in the 2023 Housing Element. <u>(see Program 6.1)</u> <u>Modifications include Sustainability Manager to coordinate with Planning Department to draft reach code for City Council adoption in Q1 2023 and Building Department to enforce reach code requirements in new residential construction.</u>

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage. Timing: Ongoing Responsibility: Planning Department, Sustainability Team, Building Department	To create new and sustainable residential development To retrofit existing structures to increase efficiency and reduce energy use and cost.	The Town has provided information to the public on programs to assist in the provision of energy efficiency measures during new construction or as a residential retrofit.	This program is effective and will continue in the 2023 Housing Element. (see program 6.2) Modifications include Planning and Building Departments to proactively educate applicants for applicable projects.
Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.			
Program 7.1 "Rebuilding Together Peninsula" Participation. Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock.	No residences were improved in Colma as part of this program during the 2015 Housing Element time period. The Town will continue participation in Rebuilding Together Peninsula as opportunities arise.	This program is effective and will continue in the 2023 Housing Element. (see Program 7.1) Modifications includes Town staff to be included in the process.
Program 7.2 Minor Housing Repair Grant Program. Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock.	The Minor Housing Repair Grant Program remains part of the the Town's Municipal Code. The funding program provided grants for repair of minor items such as unsafe walkways and porches, installation of insulation and dual-pane windows and energy-efficient appliances. The grants could also have been used for major repairs such as new roofs or foundation work, and for upgrades and retrofits pertaining to disable access.	This program is effective and will <u>not</u> continue in the 2023 Housing Element. Many elements of this program is covered in Program 7.1.

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Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
		Although the program is currently not active, largely in part due to promotion of Rebuilding Together programs, the Town will consider reactivation of the program.	
Program 7.3 Neighborhood Improvement (Code Enforcement). Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock.	In September of 2012 City Council adopted an ordinance amending subchapter 2-01 of the Colma Municipal Code, relating to property maintenance and nuisance abatement, to provide for issuance of Administrative Citations and other enforcement tools, and Section 1.05.020 of the Colma Municipal Code, relating to penalties for infractions.	This program is effective and will be discontinued in the 2023 Housing Element. <u>(see Program 7.2)</u> <u>Modifications include Planning Department and Code Enforcement collectively identifying properties who are in violation and seek out funding sources to help with maintenance costs.</u>
Program 7.4 Low-interest loan program for very-low-, low-, and moderate-income homeowners. Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock. To allow low-income homeowners to remain in their homes.	The Town will work to establish a low-interest loan program for rehabilitation of residential properties owned by those with very-low, low, and moderate income.	This program will be discontinued in the 2023 Housing Element.
Program 7.5 Underground Utilities in the Mission Road Corridor. Timing: Ongoing Responsibility: Public Works Department and Planning Department	To make Mission Road more attractive for new residential development.	Added to the 2013-2014 CIP. Will remain on the CIP list The Town will work with PG&E to fund the undergrounding of utilities in the Mission Road corridor.	This program will be discontinued in the 2023 Housing Element.

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
Program 7.6 Nuisance Abatement and Property Maintenance process to Improve Individual Properties and Neighborhood Pride. Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock.	The Town continues its active pursuance of compliance by property owners on laws related to property maintenance permit conditions and construction and zoning codes in order to correct conditions of visual blight and to protect property values.	This program is effective and will <u>not</u> continue in the 2023 Housing Element. <u>Programs 7.1, 7.2, and 7.3 covers the tasks involved in this program.</u>
Program 7.7 Organize Community Clean Up Days. Timing: Ongoing Responsibility: Planning Department	To conserve and improve the condition of the existing housing stock.	The Town hosts annual clean up days, to promote rehabilitation, renovation and home care. Program may include waste hauling program. The Town provides supplies and organizes volunteers and clean-up projects.	This program is effective and will continue in the 2023 Housing Element. <u>(see Program 7.3)</u> <u>Modifications include outreach by Planning Department and Recreation Department.</u>

PROGRESS IN ACHIEVING QUANTIFIED OBJECTIVES (2015-2023)

Table H-6059: Progress in Achieving Quantified Objectives (2015-2023)

Program Category	Quantified Objectives
New Construction	
Extremely Low	-
Very Low	31
Low	34
Moderate	-
Above Moderate	10
Total	75
Rehabilitation	
Very Low	-
Low	-
Moderate	-
Above Moderate	-
Total	-
Conservation	
Very Low	-
Low	-
Moderate	-
Above Moderate	-
Total	-

Table H-60 provides the progress in achieving quantified objectives in the 2015 Housing Element cycle. The Town's RHNA allocation was 59 units for the 2015 Housing Element cycle. The Town successfully met that allocation and surpassed the amount by 16 units. The Town did not have rehabilitate or conserve any existing housing units in this cycle. Overall, the Town was successful in the 2015 Housing Element cycle by meeting its RHNA numbers and creating well-intended housing policies and programs.

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**ATTACHMENT K - Additional Resources Provided By 21
Elements, Root Policy, Housing Element Survey Results,
Public Comment Letters**

APPENDIX 1 - Housing Development and Construction Costs



BAIRD + DRISKELL

TO: Baird + Driskell
FROM: Century Urban, LLC
SUBJECT: San Mateo and Santa Clara Counties Development Cost & San Mateo County Unit Mix Research
DATE: April 7, 2022

Century | Urban has been engaged by Baird + Driskell to perform research on the development costs of certain residential prototypes in San Mateo and Santa Clara Counties as well as the unit mixes of residential projects delivered since 2013 in San Mateo County. The research findings shown below in Exhibits 1, 2, 3, and 4 are based on Century | Urban's recent work on other assignments as well as on third-party data sources, further detailed below, which Century | Urban considers credible but has not independently verified.

The estimated prototype project costs shown below reflect high-level averages and do not represent any specific project budget. Project costs vary by geography, topography, site conditions, finish level, entitlement and permit status, contractor type, and time among other factors. Key elements of the prototypes were provided by Baird + Driskell.

The San Mateo County unit mix results represent the data available to Century | Urban through its research and does not represent every project built in each market or market-level conclusions. However, the data does present over 100 projects and over 13,000 units and as such is informative with respect to the types and sizes of units built during the period surveyed.

With respect to the unit mix data, please note that a lack of data for a given city does not necessarily mean that no projects or units were built in that city, but rather that no relevant data was available for that city.

Land prices range substantially across the surveyed transactions. To convey the range of land costs reviewed, Century | Urban provided the averages of the bottom third of the land sales, the middle third, and the highest third. Further detail on the land sales that were available is reflected in Exhibits 3 and 4.



Research and Data Sources

The estimates shown below are based on data and sources including but not limited to: similar projects Century | Urban has underwritten and/or priced; specific project economics Century | Urban has reviewed; direct conversations with developers and cost estimators; database research including CoStar, MLS, Redfin, and title databases; online research sources including City and project websites; market reports compiled by real estate sales and research organizations; and, Century | Urban's general experience assessing residential project feasibility in the San Francisco Bay Area.

Single Family Home Land Price Data

To generate the single-family land values utilized in the development cost estimates, Century | Urban collected sales data for land lots totaling one acre or less which transacted over the past three years across the surveyed jurisdictions in San Mateo and Santa Clara counties. Over 250 data points were collected. The data does not include properties with existing homes or infrastructure that were redeveloped as new single-family homes, and the data for some cities is limited.

As the data collected is not comprehensive, summaries and averages may be valuable for reaching overall conclusions about the range of land prices in the counties, but they may or may not be representative of a given city's average or median land price or the land price for a given parcel. The table in Exhibit 3 should therefore be reviewed noting the limited number of data points for certain cities. Land prices vary substantially by location, topography, site conditions, shape of the parcel, neighboring uses, access, noise, and many other factors. In addition, completed sales are necessarily past transactions and may not represent the current state of the market and expected future land sale prices.

Multi Family Home Land Price Data

Century | Urban collected available multi family land sales data from 2013 to the present in San Mateo and Santa Clara counties. Over 65 data points were collected. In certain cases, the multi family projects designated for the sites have not been completed. In those cases, Century | Urban based unit counts based on approved or the reported number of units planned. The data includes both sites with for-rent and for-sale projects.

Similar to the single family data points, the available information is not comprehensive and is more informative at a county level. Summaries and averages by city may not be valuable for reaching definitive conclusions about a given city's average or median land price or the land price for a given parcel. Particularly in cities with a less than five data points, any given sale or set of sales could represent an outlier or outliers which may affect median and average calculations. As noted above, land prices vary substantially by location, topography, site conditions, shape of the parcel, neighboring uses, access, noise, and many other factors. In addition, completed sales are necessarily past transactions and may not represent the current state of the market and expected future land sale prices.

**Exhibit 1: Total Development Cost: Single-family****Baird and Driskell****Total Development Costs - San Mateo and Santa Clara Counties**

Large numbers rounded to nearest \$'000 or nearest \$'0,000

	Single Family Small		Single Family Large	
	Total	\$/ SF	Total	\$/ SF
Prototype Elements				
1) Gross Residential Square Feet	2,600		5,000	
Hard Costs				
1) Residential Hard Costs	\$1,040,000	\$400	\$2,500,000	\$500
2) Site improvements and utilities				
3) Grading and erosion control				
4) Parking Hard Costs				
5) Contingency 5%	\$52,000	\$20	\$125,000	\$25
Total Hard Costs	\$1,092,000	\$420	\$2,625,000	\$525
Soft Costs				
1) Soft Costs 25.0%	\$270,000	\$104	\$660,000	\$132
2) City Fees	\$75,000	\$29	\$75,000	\$15
3) Soft Cost Contingency 5%	\$20,000	\$8	\$40,000	\$8
Total Soft Costs	\$365,000	\$133	\$775,000	\$147
<i>% of hard costs</i>	33%		30%	
Land Costs	Total	Per SF Bldg	Total	Per SF Bldg
1) Land Costs - San Mateo	\$1,030,000	\$396	\$1,030,000	\$206
2) Land Costs - Santa Clara	\$1,320,000	\$508	\$1,320,000	\$264
Single Family Land Cost Range				
SFH Land - Lower Price Tier	\$210,000	\$81	\$210,000	\$42
SFH Land - Middle Price Tier	\$730,000	\$281	\$730,000	\$146
SFH Land - Higher Price Tier	\$2,510,000	\$965	\$2,510,000	\$502
Total Development Cost - San Mateo	\$2,487,000	\$949	\$4,430,000	\$878
Total Development Cost - Santa Clara	\$2,777,000	\$1,060	\$4,720,000	\$936
Total Development Cost by Range of Land Cost				
Single Family - Lower Land Price Tier	\$1,667,000	\$633	\$3,610,000	\$714
Single Family - Middle Land Price Tier	\$2,187,000	\$833	\$4,130,000	\$818
Single Family - Higher Land Price Tier	\$3,967,000	\$1,518	\$5,910,000	\$1,174



Exhibit 1: Total Development Cost: Multi-family

Baird and Driskell

Total Development Costs - San Mateo and Santa Clara Counties

Large numbers rounded to nearest \$'000 or nearest \$'0,000

	Multi-Family Small			Multi-Family Large		
	Total	\$/ SF	\$/ Unit	Total	\$/ SF	\$/ Unit
Prototype Elements						
1) Gross Residential Square Feet	10,000			93,750		
2) Parking Square Footage	3,750			40,000		
3) Parking Type	Surface Lot			Standalone above grade		
4) Units	10			100		
5) Avg Net SF / Unit	850			750		
6) Efficiency	85%			80%		
Hard Costs						
1) Residential Hard Costs	\$4,150,000	\$415	\$420,000	\$39,840,000	\$425	\$400,000
2) Site improvements and utilities	\$605,000			\$1,165,000		
3) Grading and erosion control	\$110,000			\$335,000		
4) Parking Hard Costs	\$100,000	\$28		\$4,800,000	\$120	
5) Contingency 5%	\$250,000	\$21	\$21,000	\$2,310,000	\$21	\$20,000
Total Hard Costs	\$5,215,000	\$522	\$521,500	\$48,450,000	\$517	\$484,500
Soft Costs						
1) Soft Costs 25.0%	\$1,303,750	\$130	\$130,000	\$12,110,000	\$129	\$120,000
2) City Fees	\$350,000	\$35	\$35,000	\$2,800,000	\$30	\$28,000
3) Soft Cost Contingency 5%	\$80,000	\$8	\$8,000	\$750,000	\$8	\$7,500
Total Soft Costs	\$1,733,750	\$165	\$165,000	\$15,660,000	\$159	\$148,000
<i>% of hard costs</i>	<i>33%</i>			<i>32%</i>		
Land Costs						
	Total		Per Unit			Per Unit
1) Land Costs - San Mateo	\$1,000,000		\$100,000	\$10,000,000		\$100,000
2) Land Costs - Santa Clara	\$600,000		\$60,000	\$6,000,000		\$60,000
Range of Land Costs						
Apts/Condo- Lower Price Tier	\$400,000		\$40,000	\$4,000,000		\$40,000
Apts/Condo- Middle Price Tier	\$800,000		\$80,000	\$8,000,000		\$80,000
Apts/Condo- Higher Cost Tier	\$1,600,000		\$160,000	\$16,000,000		\$160,000
Total Development Cost - San Mateo	\$7,948,750	\$795	\$786,500	\$74,110,000	\$791	\$732,500
Total Development Cost - Santa Clara	\$7,548,750	\$755	\$746,500	\$70,110,000	\$748	\$692,500
Total Development Cost by Range of Land Cost						
Apts/Condo- Lower Land Price Tier	\$7,348,750		\$726,500	\$68,110,000		\$672,500
Apts/Condo- Middle Land Price Tier	\$7,748,750		\$766,500	\$72,110,000		\$712,500
Apts/Condo- Higher Land Price Tier	\$8,548,750		\$846,500	\$80,110,000		\$792,500



Exhibit 2: Unit Mixes - Number of Units by Unit Type and Unit Mix Percentages

San Mateo County Apartments

Number of Units	Unit Numbers							Unit Mix				
	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
Proposed	25	936	1,639	888	124	56	3,643	26%	45%	24%	3%	2%
Existing	63	905	4,223	2,626	523	1	8,279	11%	51%	32%	6%	0%
Final Planning	3	328	19	75	33	7	462	71%	4%	16%	7%	2%
<u>Under Construction</u>	<u>16</u>	<u>268</u>	<u>619</u>	<u>523</u>	<u>79</u>	<u>0</u>	<u>1,489</u>	<u>18%</u>	<u>42%</u>	<u>35%</u>	<u>5%</u>	<u>0%</u>
Totals	107	2,437	6,500	4,112	759	64	13,872	18%	47%	30%	5%	0%

	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
South San Francisco	8	90	853	604	55	0	1,602	6%	53%	38%	3%	0%
San Mateo	19	228	734	715	154	1	1,832	12%	40%	39%	8%	0%
Redwood City	28	1,019	2,262	1,125	163	0	4,569	22%	50%	25%	4%	0%
Menlo Park	12	600	995	411	80	47	2,133	28%	47%	19%	4%	2%
Millbrae	3	147	151	133	23	0	454	32%	33%	29%	5%	0%
Foster City	5	12	367	302	83	0	764	2%	48%	40%	11%	0%
Burlingame	11	105	606	474	28	0	1,213	9%	50%	39%	2%	0%
Daly City	3	206	79	72	23	0	380	54%	21%	19%	6%	0%
San Carlos	7	0	101	84	88	9	282	0%	36%	30%	31%	3%
Half Moon Bay	2	0	149	21	2	0	172	0%	87%	12%	1%	0%
East Palo Alto	2	8	55	80	27	7	177	5%	31%	45%	15%	4%
San Bruno	4	4	119	62	14	0	199	2%	60%	31%	7%	0%
Belmont	1	18	25	21	17	0	81	22%	31%	26%	21%	0%
El Granada	1	0	3	6	0	0	9	0%	33%	67%	0%	0%
Pacifica	1	0	1	2	2	0	5	0%	20%	40%	40%	0%
Total	107	2,437	6,500	4,112	759	64	13,872	18%	47%	30%	5%	0%

San Mateo County Condominiums

Number of Units	Unit Numbers							Unit Mix				
	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
Proposed	2	72	0	8	1	1	82	88%	0%	10%	1%	1%
Existing	12	0	46	293	194	0	533	0%	9%	55%	36%	0%
Final Planning	0	0	0	0	0	0	0					
<u>Under Construction</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>10</u>	<u>0</u>	<u>0</u>	<u>10</u>	<u>0%</u>	<u>0%</u>	<u>100%</u>	<u>0%</u>	<u>0%</u>
Total with Unit Mix Data	15	72	46	311	195	1	625	12%	7%	50%	31%	0%

	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
South San Francisco	1	0	40	57	0	0	97	0%	41%	59%	0%	0%
San Mateo	5	72	0	201	97	1	371	19%	0%	54%	26%	0%
Daly City	2	0	0	2	84	0	86	0%	0%	2%	98%	0%
San Carlos	1	0	3	8	9	0	20	0%	15%	40%	45%	0%
Menlo Park	1	0	0	15	0	0	15	0%	0%	100%	0%	0%
Burlingame	3	0	3	18	1	0	22	0%	14%	82%	5%	0%
Redwood City	1	0	0	10	0	0	10	0%	0%	100%	0%	0%
Half Moon Bay	1	0	0	0	4	0	4	0%	0%	0%	100%	0%
Brisbane	No data available											
Belmont	No data available											
Foster City	No data available											
Pacifica	No data available											
Total	15	72	46	311	195	1	625	12%	7%	50%	31%	0%



Exhibit 2: Unit Mixes - Unit Sizes

San Mateo County Apartments

Average Unit Sizes

	<u>Studios</u>	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>
Proposed	506	688	1,115	1,565	2,208
Existing	535	745	1,108	1,411	1,939
Final Planning					
Under Construction	508	708	1,081	1,413	
Total Data Available	524	733	1,105	1,422	2,186

	<u>Studios</u>	<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>
South San Francisco	511	705	1,116	1,321	
San Mateo	590	769	1,109	1,436	1,939
Redwood City	546	756	1,125	1,421	
Menlo Park	538	692	1,062	1,434	1,782
Millbrae	475	656	1,147	1,369	
Foster City	579	716	1,088	1,402	
Burlingame	518	785	1,128	1,368	
Daly City	422	649	932	1,187	
San Carlos		774	1,206	1,520	2,303
Half Moon Bay		659	957	1,330	
East Palo Alto		530	795		
San Bruno	476	716	1,006	1,386	
Belmont					
El Granada		616	1,047		
Pacifica		1,750	900	1,100	

San Mateo County Condominiums

Average Unit Sizes

Insufficient data

**Exhibit 3: Single Family Land Sale Data Summary****Single Family Home Land Sites up to 1 acre, last 3 years**

County	City	Available Data Points	Per Square Foot				Per Single Family Home			
			Min	Max	Median	Average	Min	Max	Median	Average
San Mateo County	Moss Beach	19	\$14	\$117	\$64	\$64	\$125,000	\$582,500	\$375,000	\$335,053
San Mateo County	Woodside	4	\$10	\$88	\$24	\$36	\$150,000	\$2,000,000	\$377,250	\$726,125
San Mateo County	South San Francisco	4	\$33	\$89	\$59	\$60	\$165,000	\$3,800,000	\$431,000	\$1,206,750
San Mateo County	Montara	12	\$23	\$269	\$65	\$79	\$275,000	\$1,750,000	\$439,000	\$533,917
San Mateo County	Half Moon Bay	33	\$1	\$324	\$75	\$91	\$5,000	\$2,300,000	\$447,000	\$514,455
San Mateo County	Pacifica	6	\$14	\$105	\$70	\$63	\$300,000	\$925,000	\$447,500	\$500,000
San Mateo County	Belmont	12	\$2	\$721	\$56	\$118	\$55,000	\$4,470,000	\$495,000	\$960,583
San Mateo County	East Palo Alto	5	\$72	\$135	\$92	\$100	\$235,000	\$3,550,000	\$675,000	\$1,379,600
San Mateo County	Redwood City	18	\$6	\$345	\$129	\$145	\$50,000	\$5,350,000	\$825,000	\$1,170,250
San Mateo County	Emerald Hills	2	\$125	\$132	\$129	\$129	\$975,000	\$980,000	\$977,500	\$977,500
San Mateo County	San Bruno	2	\$179	\$207	\$193	\$193	\$560,000	\$1,500,250	\$1,030,125	\$1,030,125
San Mateo County	San Carlos	11	\$2	\$405	\$94	\$126	\$29,000	\$2,980,000	\$1,100,000	\$1,214,455
San Mateo County	San Mateo	1	\$500	\$500	\$500	\$500	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
San Mateo County	Portola Valley	4	\$47	\$129	\$58	\$73	\$1,325,000	\$3,000,000	\$1,578,000	\$1,870,250
San Mateo County	Burlingame	1	\$125	\$125	\$125	\$125	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000
San Mateo County	Menlo Park	3	\$165	\$591	\$459	\$405	\$2,580,000	\$6,500,000	\$2,780,000	\$3,953,333
San Mateo County	Millbrae	1	\$239	\$239	\$239	\$239	\$3,080,500	\$3,080,500	\$3,080,500	\$3,080,500
San Mateo County	Hillsborough	3	\$85	\$306	\$116	\$169	\$3,050,000	\$8,000,000	\$4,000,000	\$5,016,667
San Mateo County	Atherton	2	\$147	\$208	\$178	\$178	\$2,500,000	\$6,400,000	\$4,450,000	\$4,450,000
San Mateo County	Total	143	\$1	\$721	\$84	\$110	\$5,000	\$8,000,000	\$510,000	\$1,026,691
Santa Clara County	Los Gatos	15	\$1	\$251	\$6	\$50	\$9,500	\$3,250,000	\$250,000	\$716,237
Santa Clara County	Morgan Hill	11	\$1	\$495	\$15	\$79	\$29,000	\$1,365,000	\$475,000	\$490,533
Santa Clara County	San Jose	54	\$12	\$677	\$75	\$150	\$32,000	\$5,300,000	\$925,000	\$949,380
Santa Clara County	Campbell	8	\$13	\$897	\$120	\$194	\$10,000	\$1,500,000	\$1,038,000	\$975,000
Santa Clara County	Mountain View	3	\$76	\$271	\$141	\$163	\$1,050,000	\$2,300,000	\$1,150,000	\$1,500,000
Santa Clara County	Santa Clara	1	\$169	\$169	\$169	\$169	\$1,275,000	\$1,275,000	\$1,275,000	\$1,275,000
Santa Clara County	Sunnyvale	3	\$167	\$602	\$214	\$328	\$1,080,000	\$5,750,000	\$1,345,000	\$2,725,000
Santa Clara County	Cupertino	4	\$47	\$297	\$197	\$185	\$872,000	\$2,900,000	\$2,175,000	\$2,030,500
Santa Clara County	Monte Sereno	2	\$61	\$1,006	\$534	\$534	\$2,142,714	\$2,427,500	\$2,285,107	\$2,285,107
Santa Clara County	Saratoga	5	\$61	\$171	\$74	\$93	\$1,380,000	\$2,900,000	\$2,640,000	\$2,386,000
Santa Clara County	Palo Alto	7	\$79	\$584	\$333	\$323	\$2,050,000	\$4,000,000	\$3,100,000	\$2,965,000
Santa Clara County	Los Altos	5	\$121	\$352	\$257	\$235	\$1,600,000	\$7,250,000	\$3,470,000	\$3,723,600
Santa Clara County	Los Altos Hills	1	\$99	\$99	\$99	\$99	\$3,995,000	\$3,995,000	\$3,995,000	\$3,995,000
Santa Clara County	Total	119	\$1	\$1,006	\$84	\$157	\$9,500	\$7,250,000	\$1,065,000	\$1,320,556

The data in the table above represents the available single family home lot sales data points collected for this high-level survey. As the data is limited for certain cities, the specific, median, and average amounts per city may not be representative of a city's current median or average land costs or the city's land costs relative to other cities listed.

**Exhibit 4: Multi Family Land Sale Data Summary****Multi Family Land Sites - Available Data**

<u>County</u>	<u>City</u>	<u>Available Data Points</u>	<u>Per Multi Family Unit</u>			
			<u>Min</u>	<u>Max</u>	<u>Median</u>	<u>Average</u>
San Mateo	San Mateo	3	\$135,000	\$180,000	\$151,000	\$155,000
San Mateo	San Carlos	4	\$33,000	\$333,000	\$262,000	\$222,000
San Mateo	Millbrae	2	\$64,000	\$92,000	\$78,000	\$78,000
San Mateo	Redwood City	6	\$78,000	\$400,000	\$95,000	\$157,000
San Mateo	South San Francisco	2	\$44,000	\$77,000	\$61,000	\$61,000
San Mateo	Burlingame	3	\$59,000	\$117,000	\$73,000	\$83,000
San Mateo	Menlo Park	3	\$37,000	\$98,000	\$50,000	\$62,000
San Mateo	Daly City	2	\$29,000	\$60,000	\$45,000	\$45,000
San Mateo	Pacifica	2	\$117,000	\$118,000	\$117,000	\$117,000
San Mateo	Belmont	1	\$105,000	\$105,000	\$105,000	\$105,000
San Mateo	Total	28	\$29,000	\$400,000	\$95,000	\$123,000
			<i>County Weighted Average</i>			\$96,000
			<i>Per Unit Land Amount Applied</i>			\$100,000

<u>County</u>	<u>City</u>	<u>Available Data Points</u>	<u>Per Multi Family Unit</u>			
			<u>Min</u>	<u>Max</u>	<u>Median</u>	<u>Average</u>
Santa Clara	San Jose	17	\$16,000	\$125,000	\$50,000	\$52,000
Santa Clara	Gilroy	1	\$44,000	\$44,000	\$44,000	\$44,000
Santa Clara	Morgan Hill	1	\$86,000	\$86,000	\$86,000	\$86,000
Santa Clara	Campbell	3	\$42,000	\$184,000	\$59,000	\$95,000
Santa Clara	Santa Clara	6	\$18,000	\$146,000	\$92,000	\$83,000
Santa Clara	Sunnyvale	6	\$55,000	\$306,000	\$238,000	\$215,000
Santa Clara	Palo Alto	1	\$73,000	\$73,000	\$73,000	\$73,000
Santa Clara	Mountain View	4	\$45,000	\$736,000	\$120,000	\$256,000
Santa Clara	Los Altos	1	\$513,000	\$513,000	\$513,000	\$513,000
Santa Clara	Total	40	\$16,000	\$736,000	\$60,000	\$117,000
			<i>County Weighted Average</i>			\$63,000
			<i>Per Unit Land Amount Applied</i>			\$60,000

The data in the table above represents the available multi family home lot sales data points collected for this high-level survey. As the data is limited for certain cities, the specific, median, and average amounts per city may not be representative of a city's current median or average land costs or the city's land costs relative to other cities listed.

APPENDIX 2 - Colma Map and Data Packet

SECTION I. Fair Housing Enforcement and Outreach Capacity

Figure I-1.
Fair Housing Assistance Organizations, San Mateo County

Name	Service Area	Address	Phone	Website
Project Sentinel	Northern California	1490 El Camino Real, Santa Clara, CA 95050	(800) 339-6043	https://www.housing.org/
Legal Aid Society of San Mateo County	San Mateo County	330 Twin Dolphin Drive, Suite 123, Redwood City, CA 94065	(650) 558-0915	https://www.legalaidsmc.org/housing-resources
Community Legal Services of East Palo Alto	East Palo Alto, Menlo Park, Burlingame, Mountain View, Redwood City, and San Francisco	1861 Bay Road, East Palo Alto, CA 94303	(650)-326-6440	https://clsepa.org/services/#housing

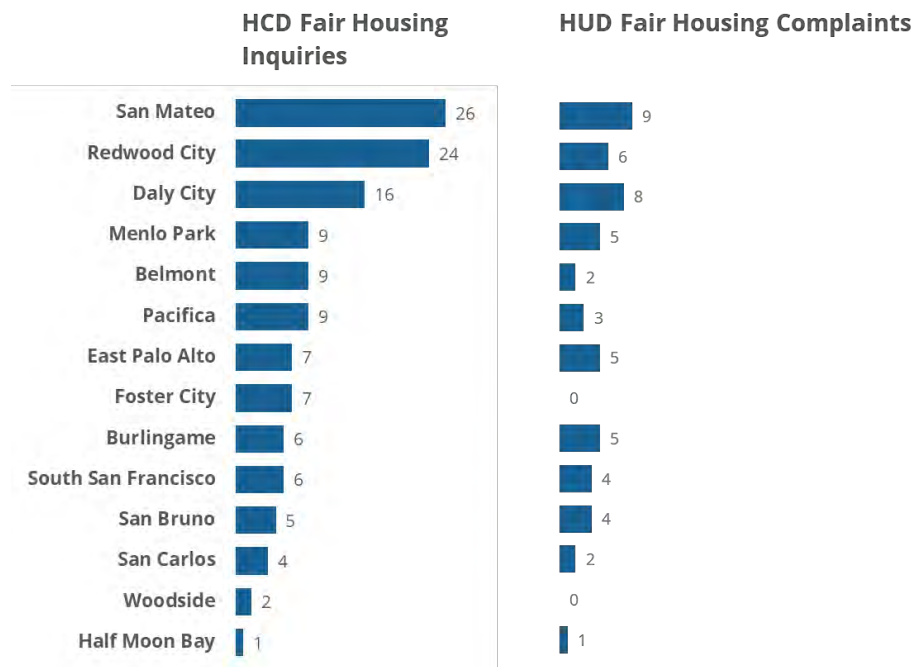
Source: Organization Websites

Figure I-2.
Fair Housing Complaints Filed with HUD by Basis, San Mateo County, 2017-2021

Source:
HUD

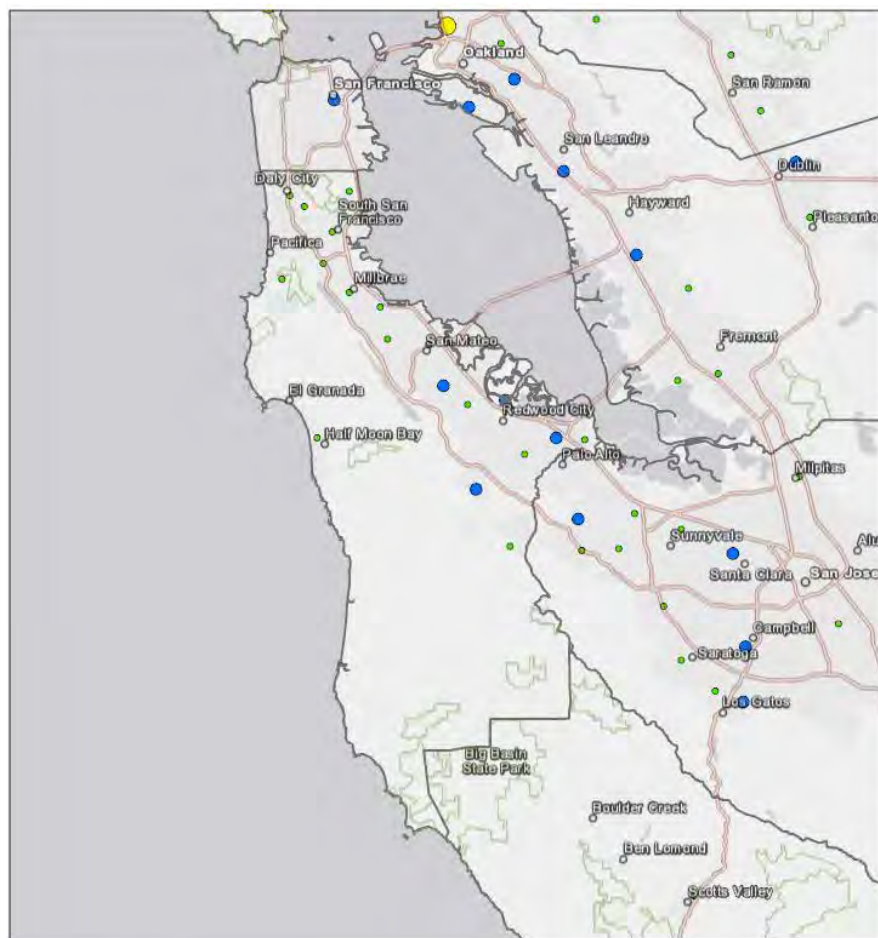
	2017	2018	2019	2020	2021	2017-2021 Total	
						Cases	% of Total
Disability	8	9	3	9	3	32	56%
Race	3	5	2	1		11	19%
Familial Status	4	3			1	8	14%
National Origin	2				1	3	5%
Religion		1		1		2	4%
Sex					1	1	2%
Total cases	17	18	5	11	6	57	100%

Figure I-3.
HCD Fair Housing Inquiries (2013- 2021) and HUD Fair Housing Complaints (2017- 2021)



Source: Organization Websites.

Figure I-4.
FHEO Inquiries by City to HCD, San Mateo County, 2013-2021

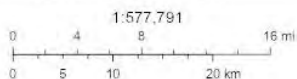


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County Boundaries

(R) FHEO Inquiries by City (HUD, 2013-2021)

- < .25 Inquiries
- < .5 Inquiries
- < 1 Inquiry



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CA HCD, Esri, HERE, Garmin, USGS, EPA, NPS | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks 2021, TCAC 2020 | PlaceWorks 2021, U.S. Department of Housing and

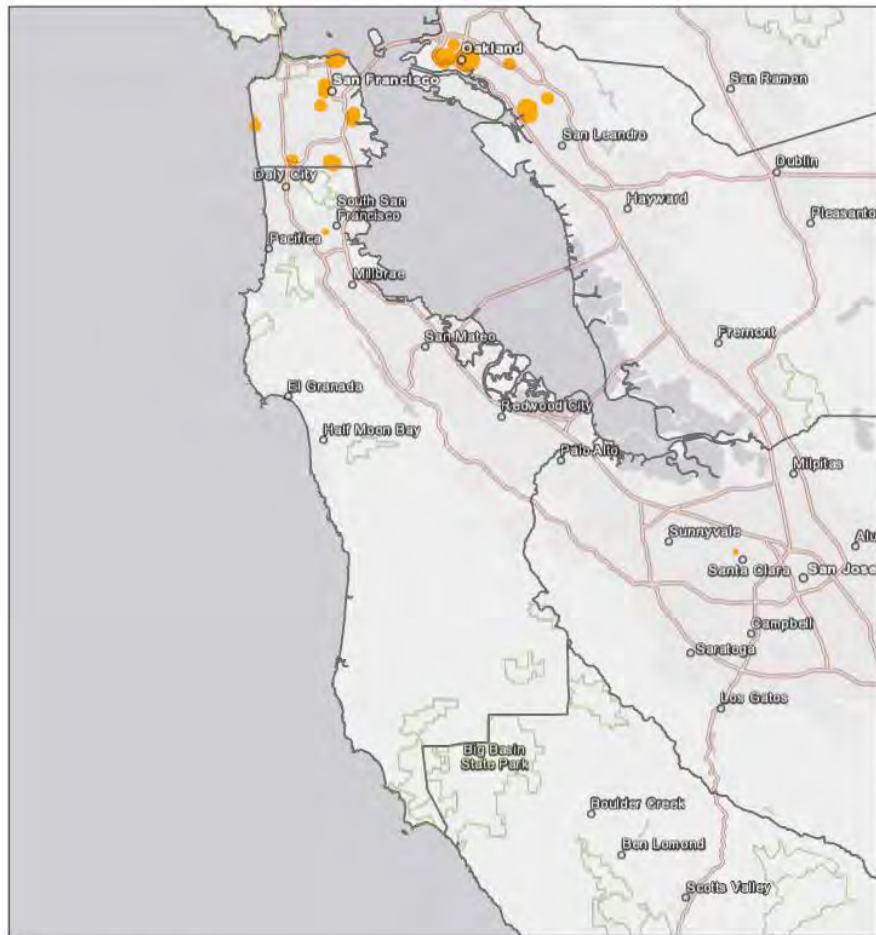
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure I-5.
HCD Fair Housing Inquiries by Bias, January 2013-March 2021

Jurisdiction	Disability	Race	Familial Status	National Origin	Religion	Sex	Color	None Cited	Total
Atherton	0	0	0	0	0	0	0	0	0
Belmont	2	0	1	0	0	0	0	6	9
Brisbane	0	0	0	0	0	0	0	0	0
Burlingame	3	0	2	0	0	0	0	1	6
Colma	0	0	0	0	0	0	0	0	0
Daly City	1	2	1	3	0	0	0	9	16
East Palo Alto	1	1	0	0	0	0	0	5	7
Foster City	4	0	0	0	0	0	0	3	7
Half Moon Bay	0	0	0	0	0	0	0	1	1
Hillsborough	0	0	0	0	0	0	0	0	0
Menlo Park	3	0	0	0	0	1	0	5	9
Millbrae	0	0	0	0	0	0	0	0	0
Pacifica	3	0	0	1	0	1	0	4	9
Portola Valley	0	0	0	0	0	0	0	0	0
Redwood City	5	1	1	1	0	1	0	15	24
San Bruno	0	0	0	0	0	0	0	5	5
San Carlos	1	0	1	0	0	0	0	2	4
San Mateo	4	2	2	2	0	0	0	16	26
South San Francisco	0	0	0	1	0	0	0	5	6
Woodside	0	0	0	0	0	0	0	2	2

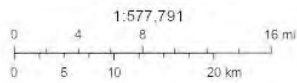
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure I-6.
Public Housing Buildings, San Mateo County



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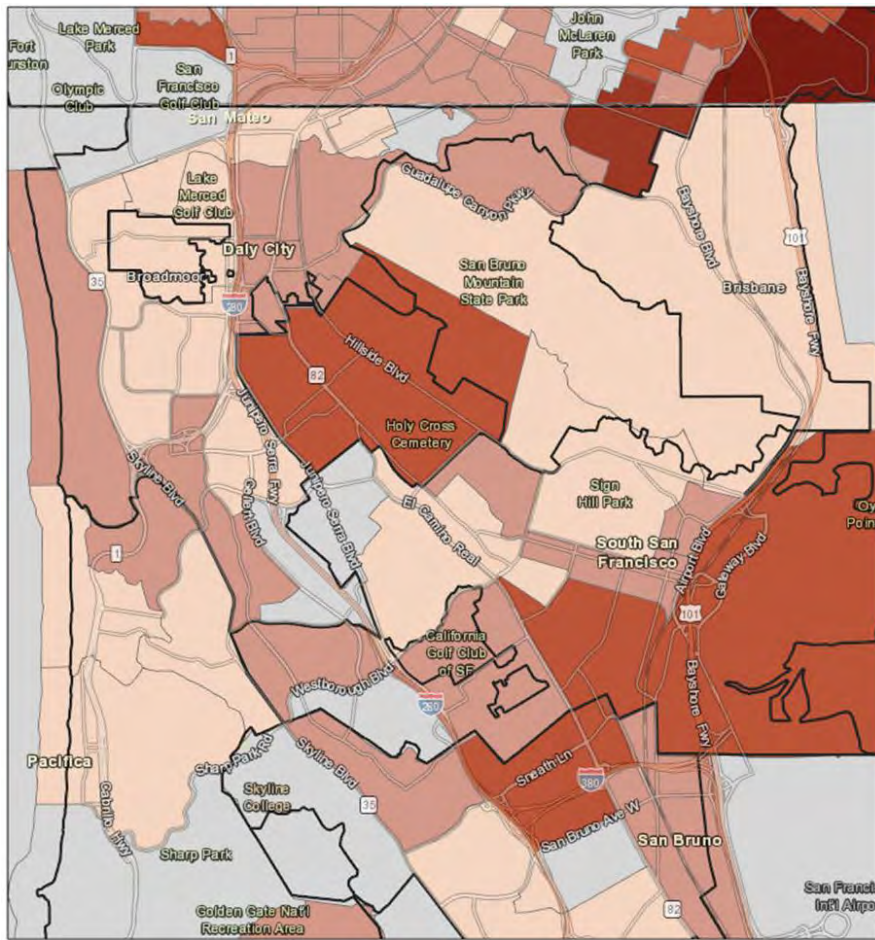
- County Boundaries
- (R) Public Housing Buildings
- ≤ 7 Units
- 8 - 35 Units
- 36 - 89 Units
- 90 - 160 Units



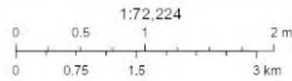
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Source: California Department of Housing and Community Development AFFH Data Viewer

Figure I-7.
Housing Choice Vouchers by Census Tract



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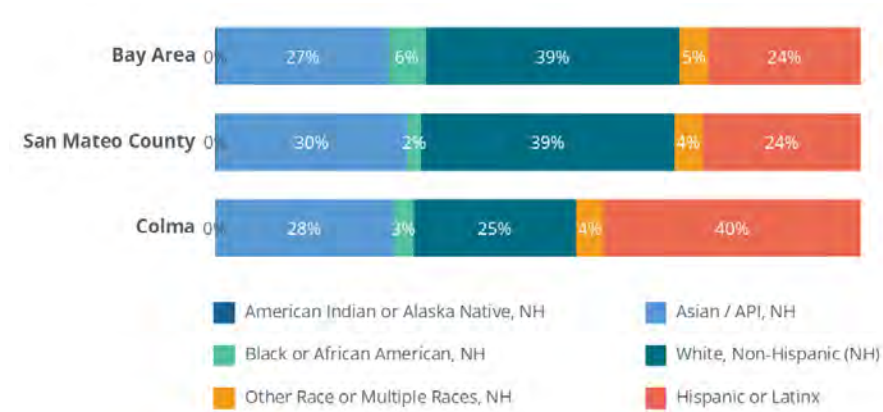
CA HCD
 County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021. HUD 2019 | PlaceWorks 2021. ESRI, U.S. Census | PlaceWorks
 Source: California Department of Housing and Community Development AFFH Data Viewer

SECTION II. Integration and Segregation

Race and ethnicity.

Figure II-1.

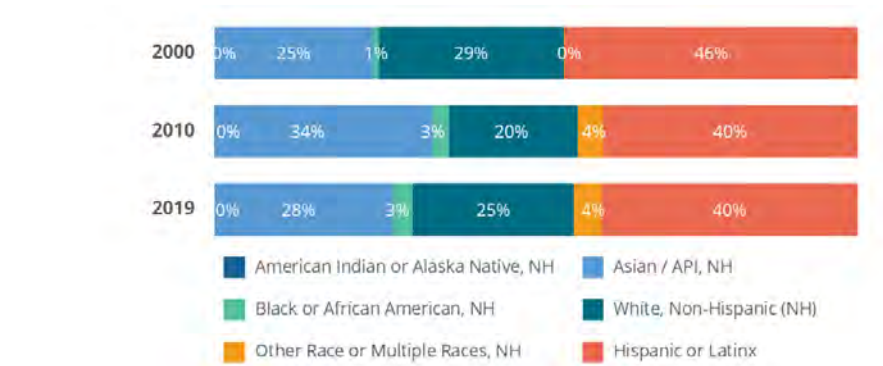
Population by Race and Ethnicity, 2019



Source: ABAG Housing Needs Data Workbook

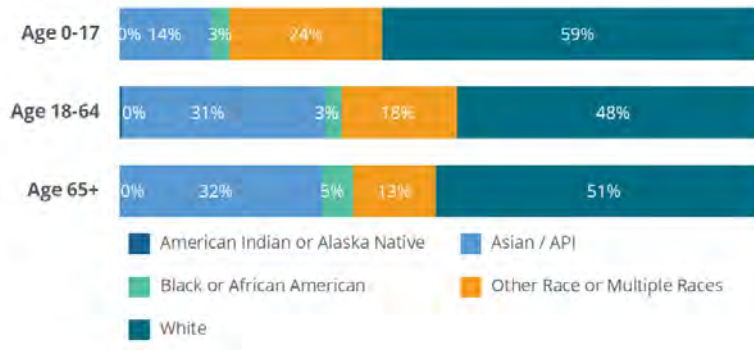
Figure II-2.

Population by Race and Ethnicity, Town of Colma, 2000-2019



Source: ABAG Housing Needs Data Workbook

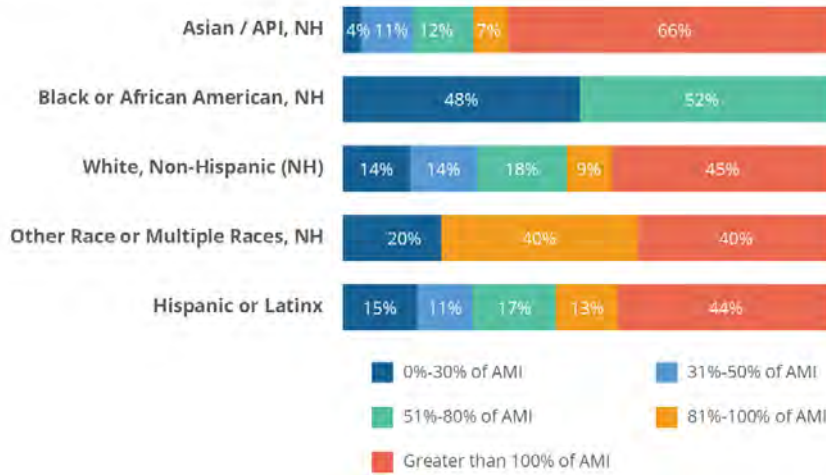
Figure II-3.
Senior and Youth Population by Race, Town of Colma, 2000-2019



Source: ABAG Housing Needs Data Workbook

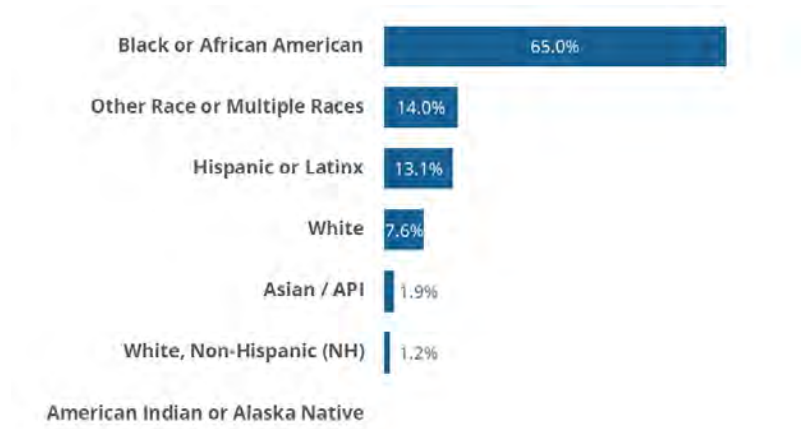
Figure II-4.
Area Median Income by Race and Ethnicity, Town of Colma, 2019

American Indian or Alaska Native, NH



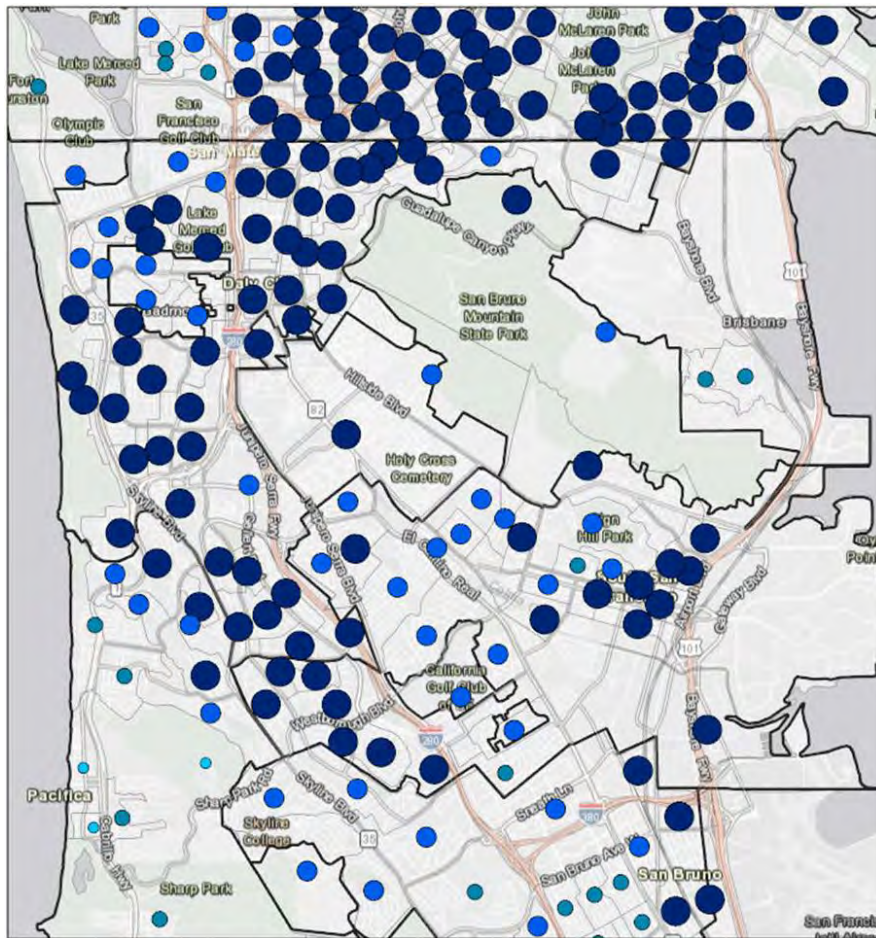
Source: ABAG Housing Needs Data Workbook

Figure II-5.
Poverty Rate by Race and Ethnicity, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure II-6.
% Non-White Population by Census Block Groups, 2018

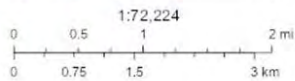


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City/Town Boundaries

(R) Racial Demographics (2018) - Block Group - Graduated Dots

- 20% - 40%
- 40% - 60%
- 60% - 80%
- 80% - 100%



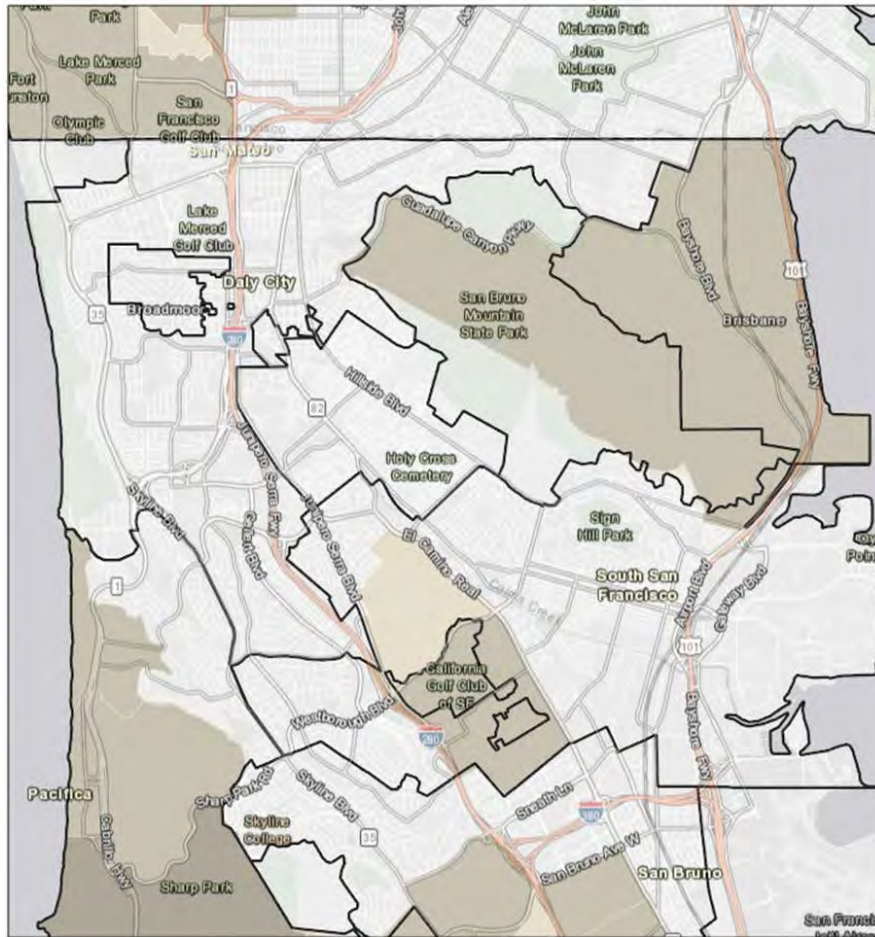
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CA-HCD

County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks

Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-7.
White Majority Census Tracts



11/17/2021, 8:54:28 AM

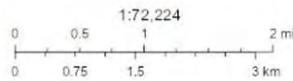
City/Town Boundaries

(R) Predominant Population - White Majority Tracts

Slim (gap < 10%)

Sizeable (gap 10% - 50%)

Predominant (gap > 50%)

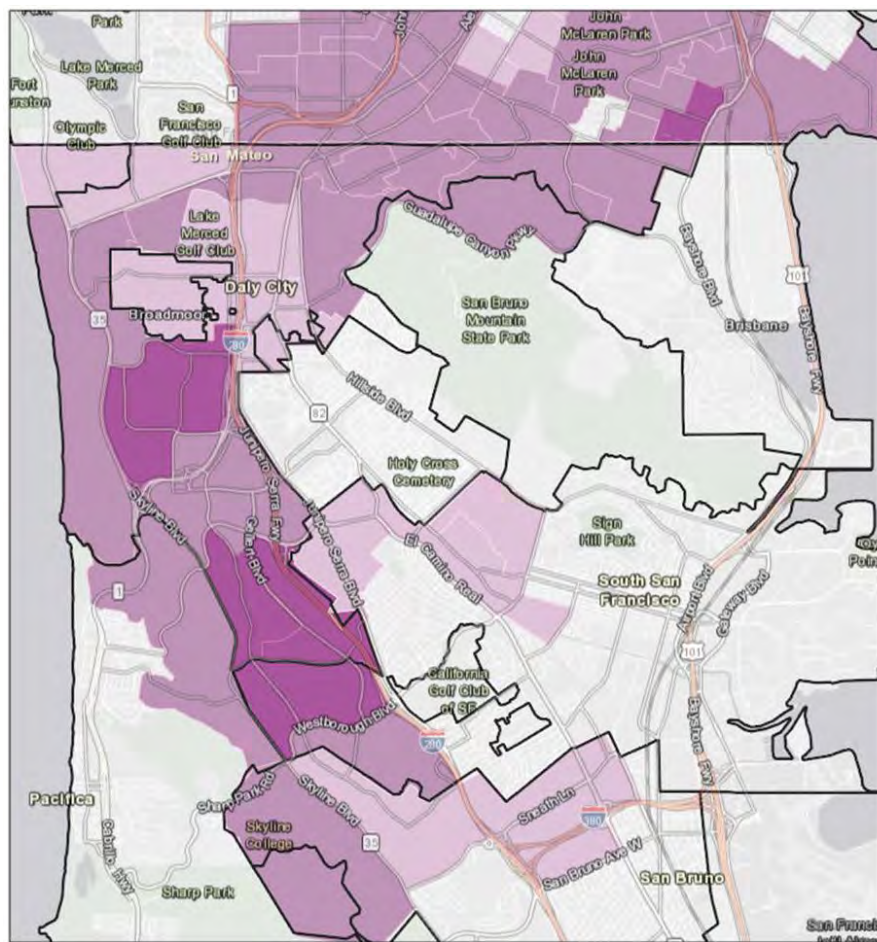


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Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-8.
Asian Majority Census Tracts

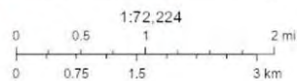


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City/Town Boundaries

(R) Predominant Population - Asian Majority Tracts

- Slim (gap < 10%)
- Sizeable (gap 10% – 50%)
- Predominant (gap > 50%)

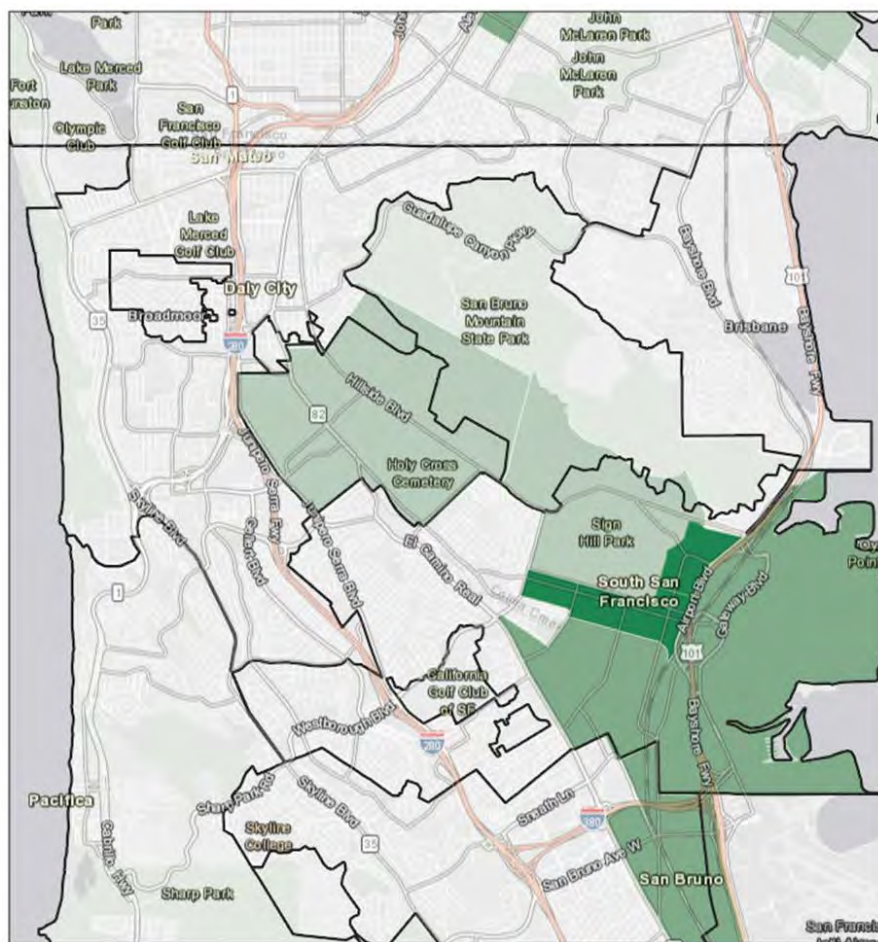


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Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-9.
Hispanic Majority Census Tracts

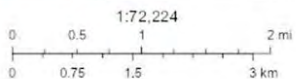


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City/Town Boundaries

(R) Predominant Population - Hispanic Majority Tracts

- Slim (gap < 10%)
- Sizeable (gap 10% - 50%)
- Predominant (gap > 50%)



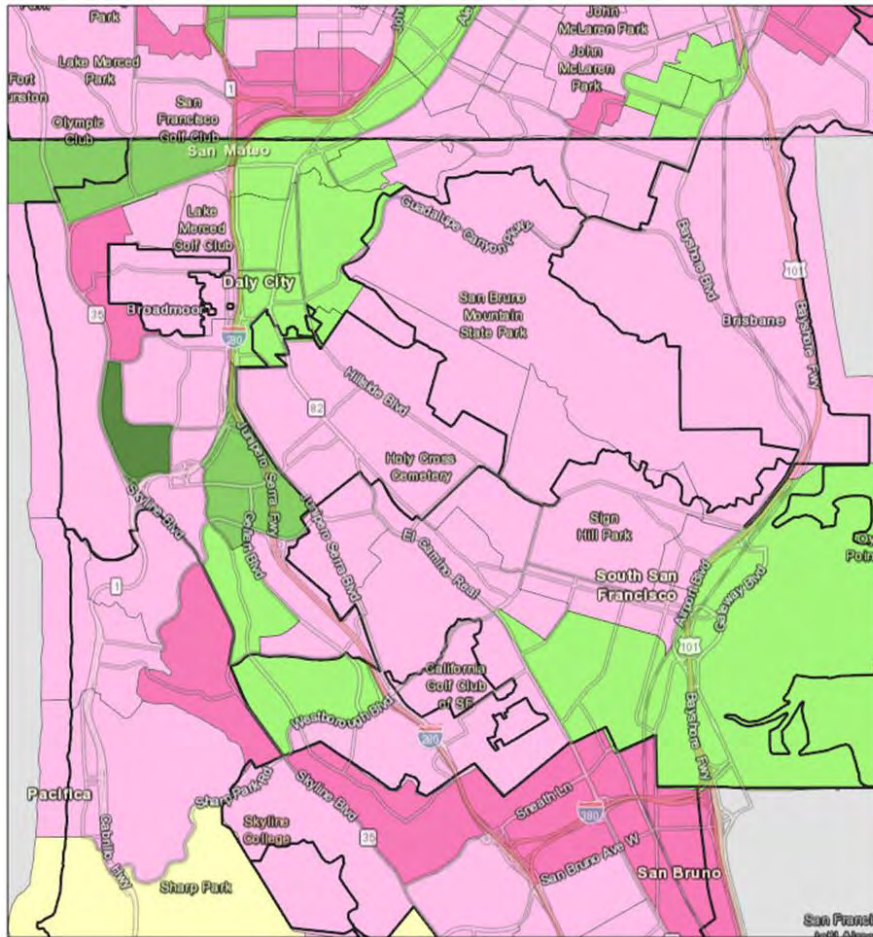
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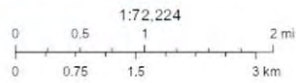
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-10.
Neighborhood Segregation by Census Tract, 2019



11/17/2021, 8:50:45 AM

- City/Town Boundaries
- Latinx-White
- 3 Group Mix
- 4 Group Mix
- Asian-Latinx
- Asian-White
- Mostly Asian
- Unpopulated Tract

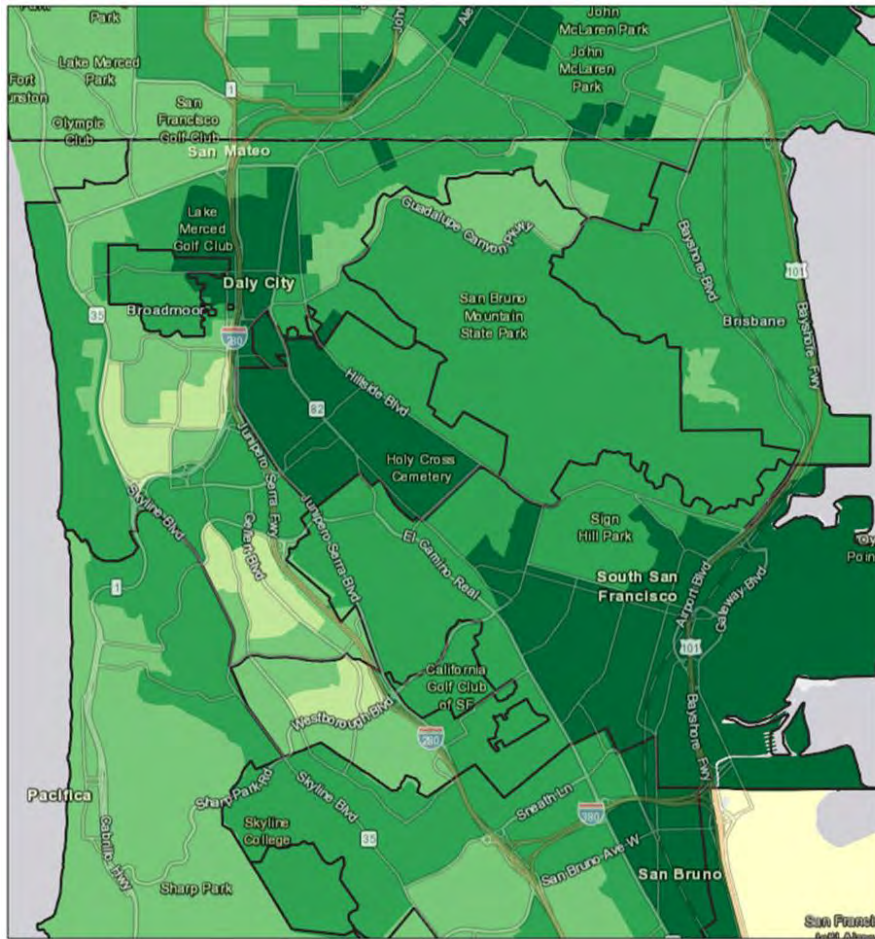


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Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-11.
Diversity Index by Block Group, 2010

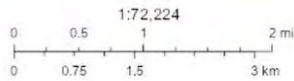


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City/Town Boundaries

(A) Diversity Index (2010) - Block Group

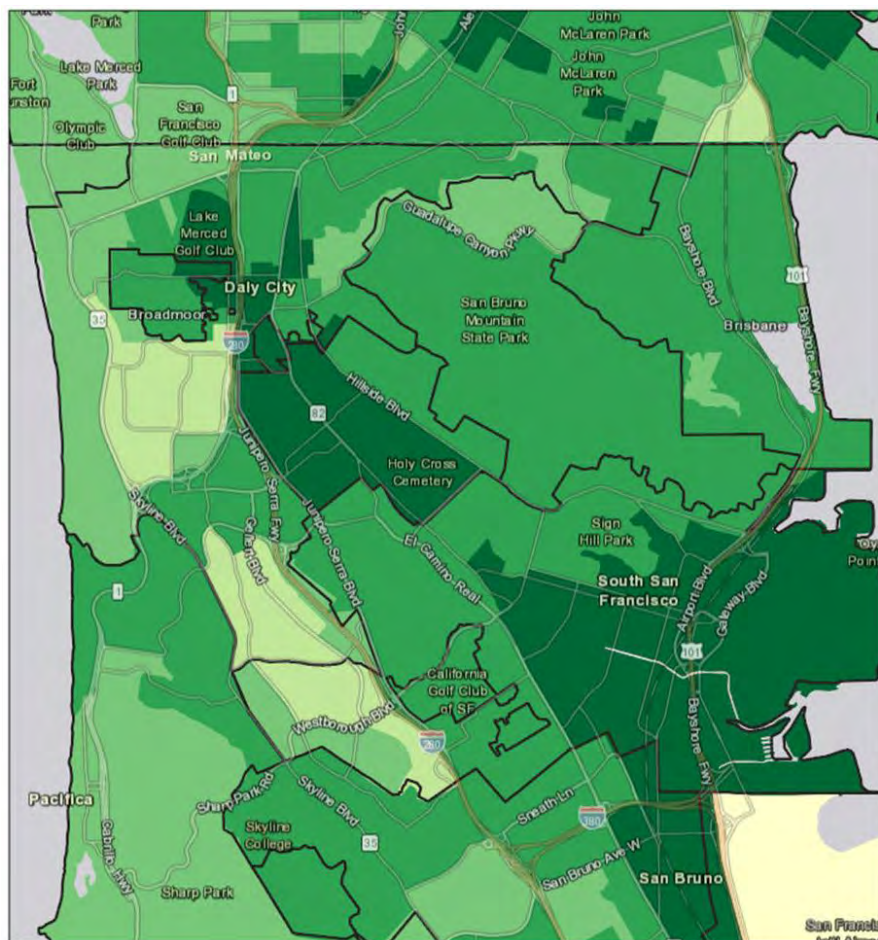
Lower Diversity



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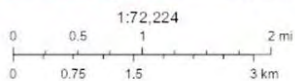
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 Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-12.
Diversity Index by Block Group, 2018



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City/Town Boundaries	55 - 70
(A) Diversity Index (2018) - Block Group	70 - 85
Lower Diversity	Higher Diversity
40 - 55	



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Source: California Department of Housing and Community Development AFFH Data Viewer

Disability status.

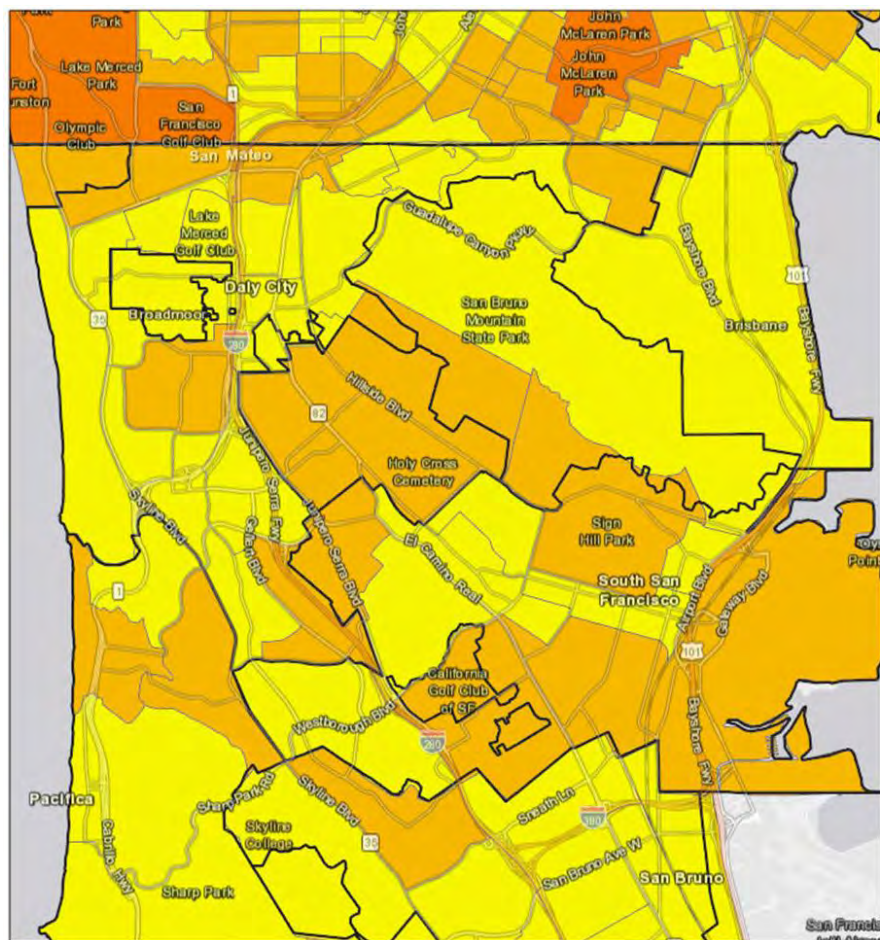
Figure II-13.

Share of Population by Disability Status, 2019



Source: ABAG Housing Needs Data Workbook

Figure II-14.
% of Population with a Disability by Census Tract, 2019

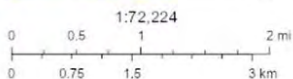


11/17/2021, 8:51:25 AM

City/Town Boundaries

(R) Population with a Disability (ACS, 2015 - 2019) - Tract

- < 10%
- 10% - 20%
- 20% - 30%



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CA HCD

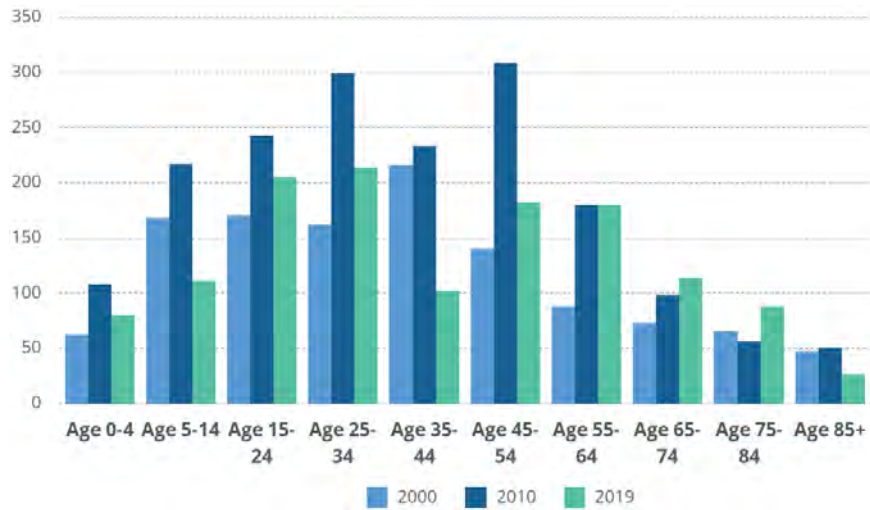
County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks

Source: California Department of Housing and Community Development AFFH Data Viewer

Familial status.

Figure II-15.

Age Distribution, Town of Colma, 2000-2019



Source: ABAG Housing Needs Data Workbook

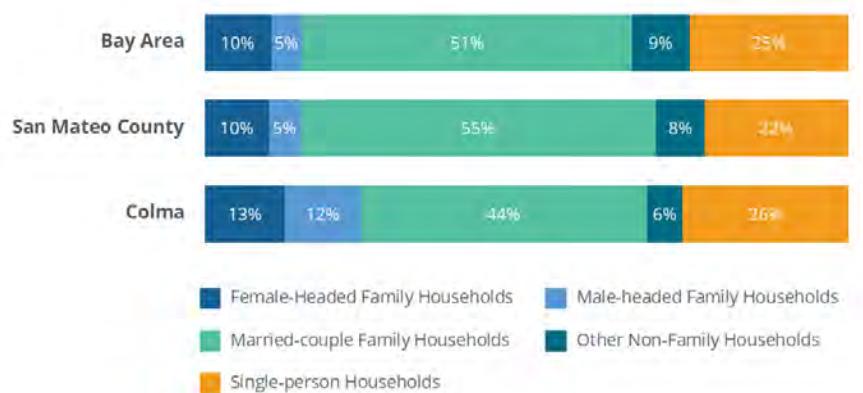
Figure II-16.

Share of Households by Size, 2019



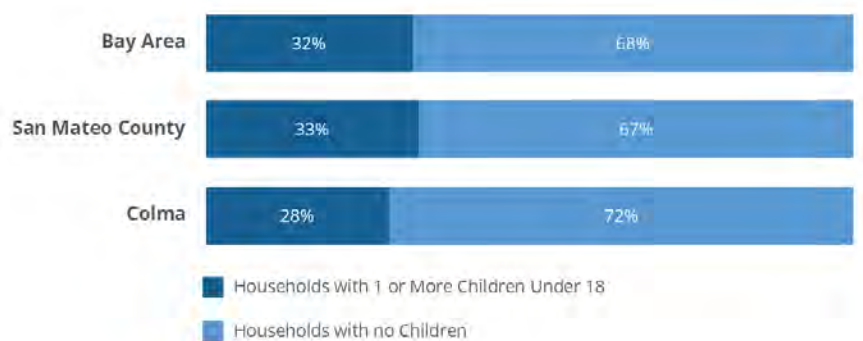
Source: ABAG Housing Needs Data Workbook

Figure II-17.
Share of Households by Type, 2019



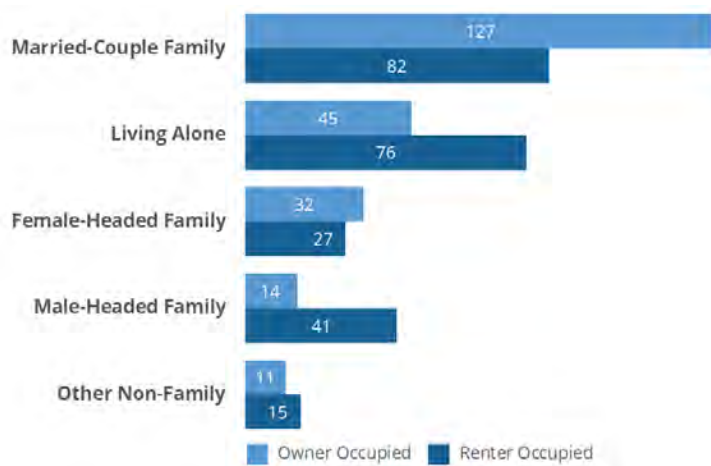
Source: ABAG Housing Needs Data Workbook

Figure II-18.
Share of Households by Presence of Children (Less than 18 years old), 2019



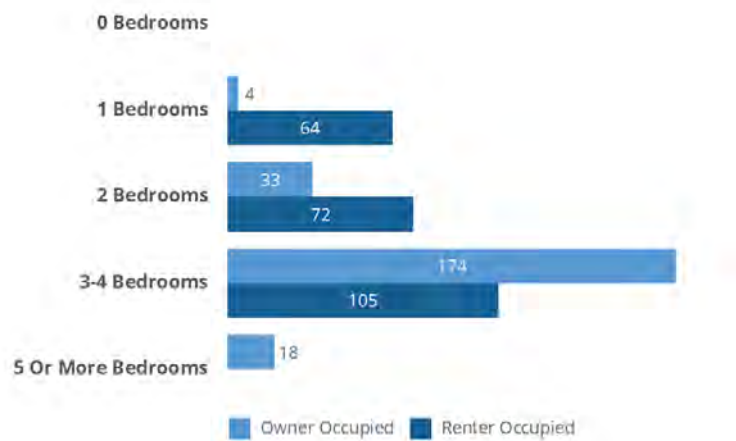
Source: ABAG Housing Needs Data Workbook

Figure II-19.
Housing Type by Tenure, Town of Colma, 2019



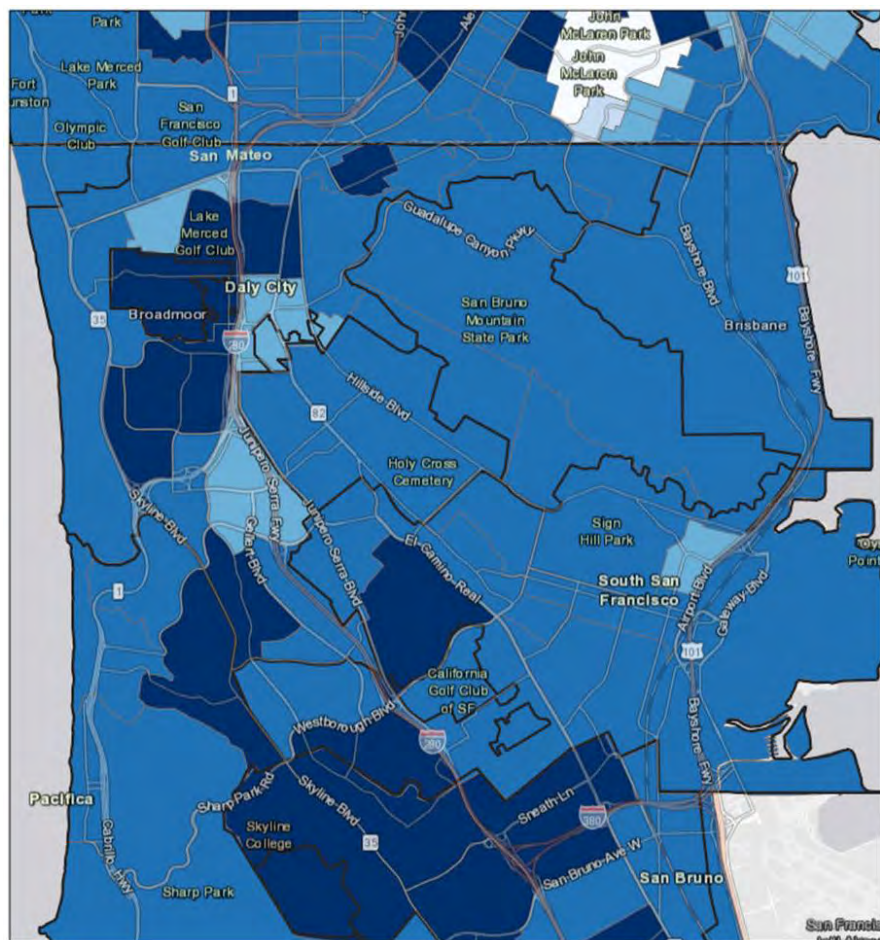
Source: ABAG Housing Needs Data Workbook

Figure II-20.
Housing Units by Number of Bedrooms and Tenure, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure II-21.
% of Children in Married Couple Households by Census Tract, 2019

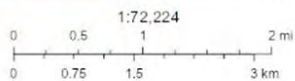


11/17/2021, 8:37:21 AM

City/Town Boundaries

(R) Percent of Children in Married - Couple Households (ACS, 2015-2019) - Tract

- < 20%
- 20% - 40%
- 40% - 60%
- 60% - 80%
- > 80%



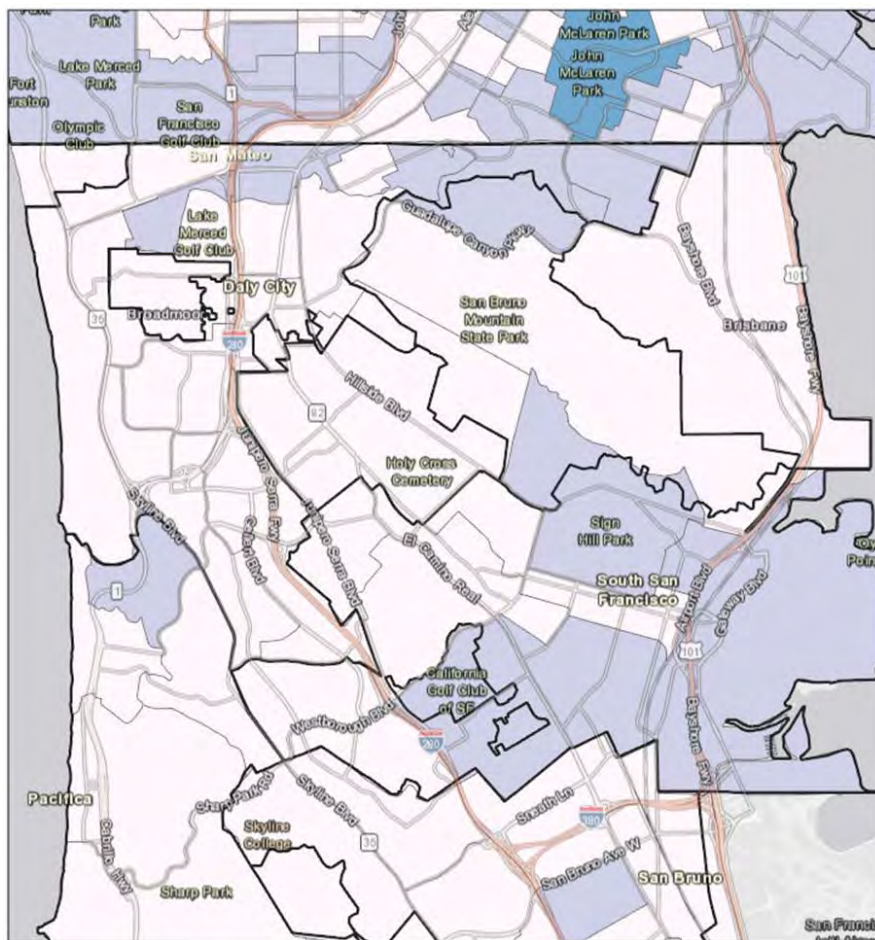
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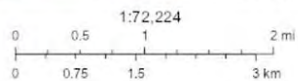
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-22. **[legend missing in HCD provided map]**
 % Households with Single Female with Children by Census Tract, 2019



11/17/2021, 8:33:11 AM

City/Town Boundaries

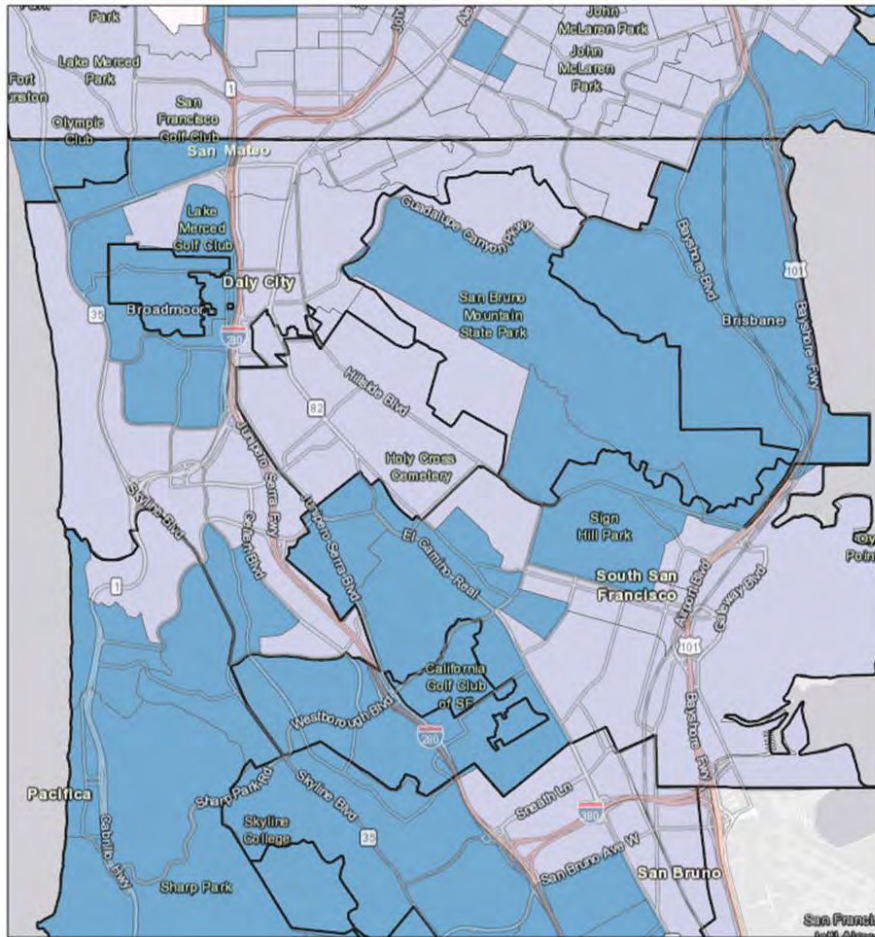


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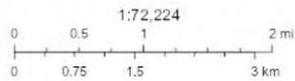
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-23. **[legend missing in HCD provided map]**
 % of Married Couple Households by Census Tract, 2019



11/17/2021, 8:43:13 AM

City/Town Boundaries

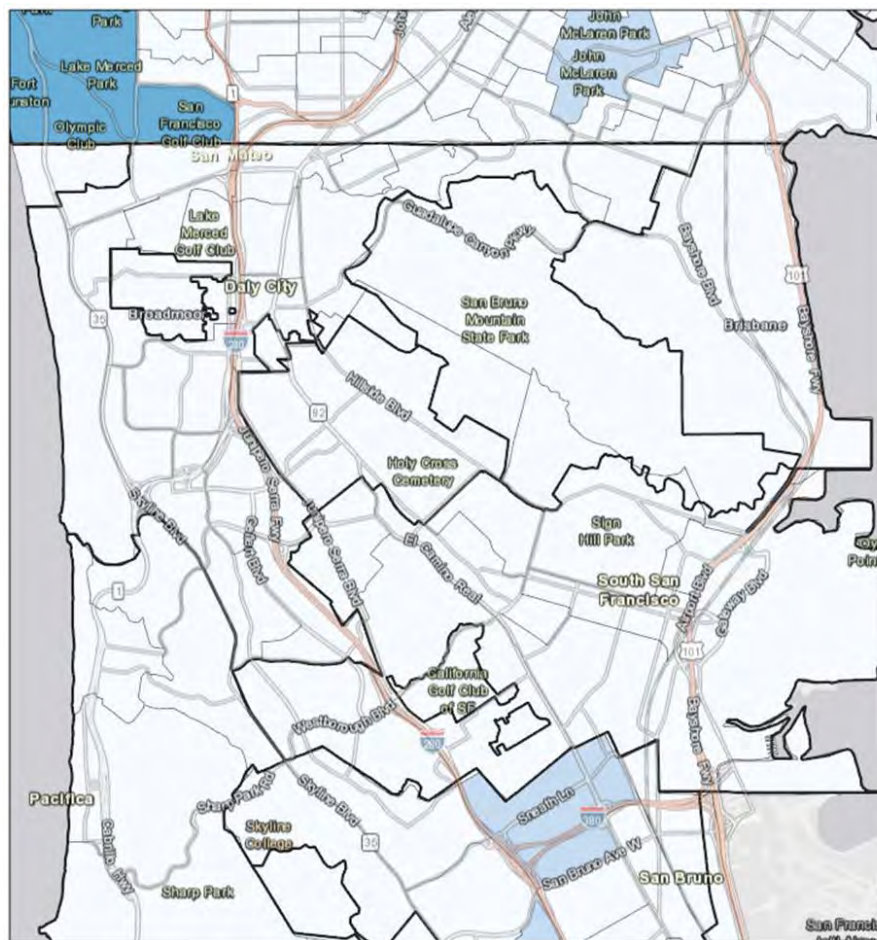


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County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks

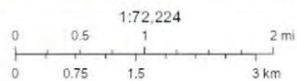
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-24. **[legend missing in HCD provided map]**
 % of Adults Living Alone by Census Tract, 2019



11/17/2021, 8:34:21 AM

City/Town Boundaries



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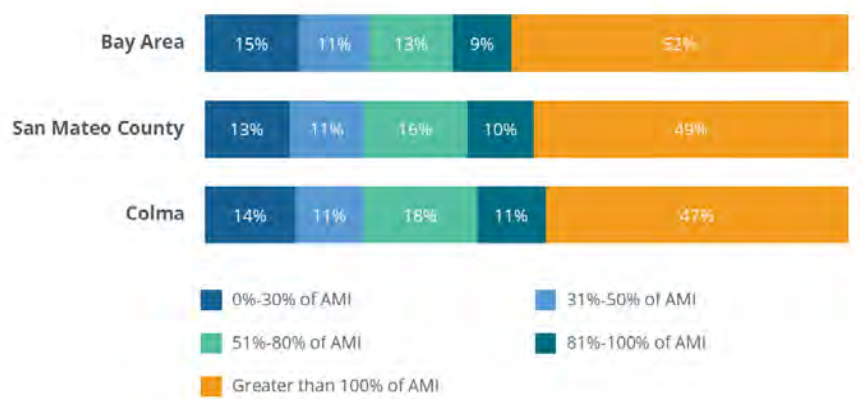
CA HCD

County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021. HUD 2019 | PlaceWorks 2021. ESRI, U.S. Census | PlaceWorks
 Source: California Department of Housing and Community Development AFFH Data Viewer

Household income.

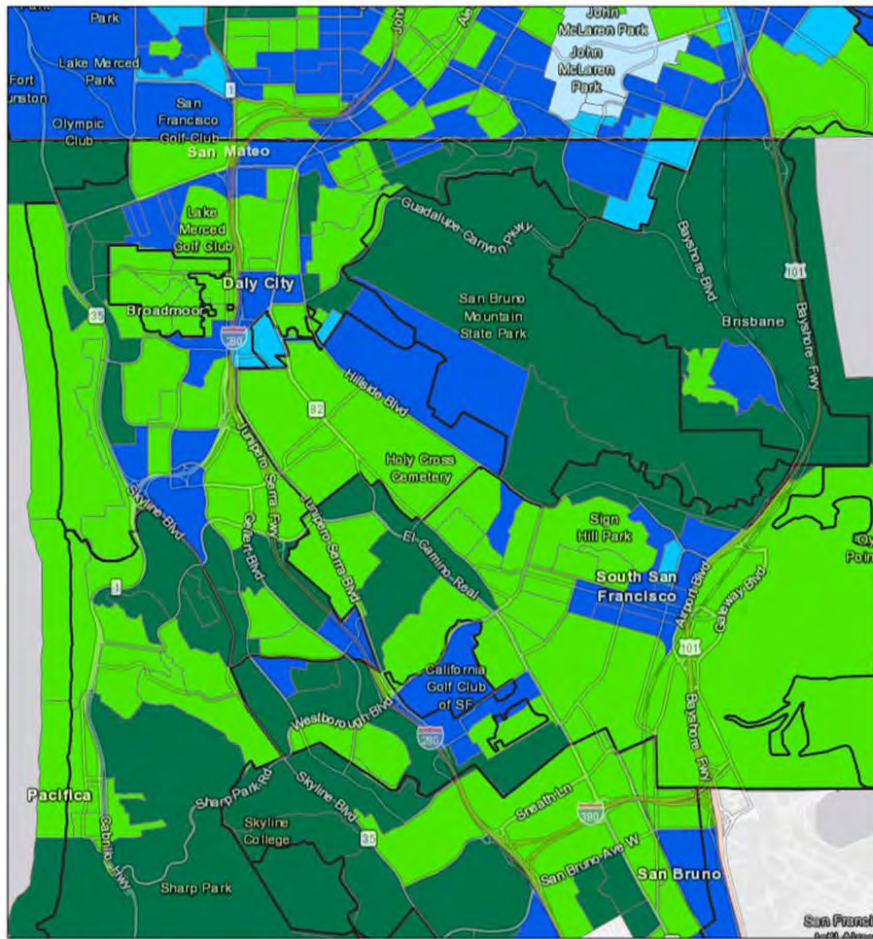
Figure II-25.

Share of Households by Area Median Income (AMI), 2019



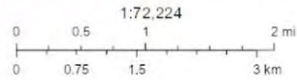
Source: ABAG Housing Needs Data Workbook

Figure II-26.
Median Household Income by Block Group, 2019



11/17/2021, 8:46:25 AM

- ▬ City/Town Boundaries
- (R) Median Income (ACS, 2015-2019) - Block Group
- < \$30,000
- < \$55,000
- < \$87,100 (HCD 2020 State Median Income)
- < \$125,000
- Greater than \$125,000

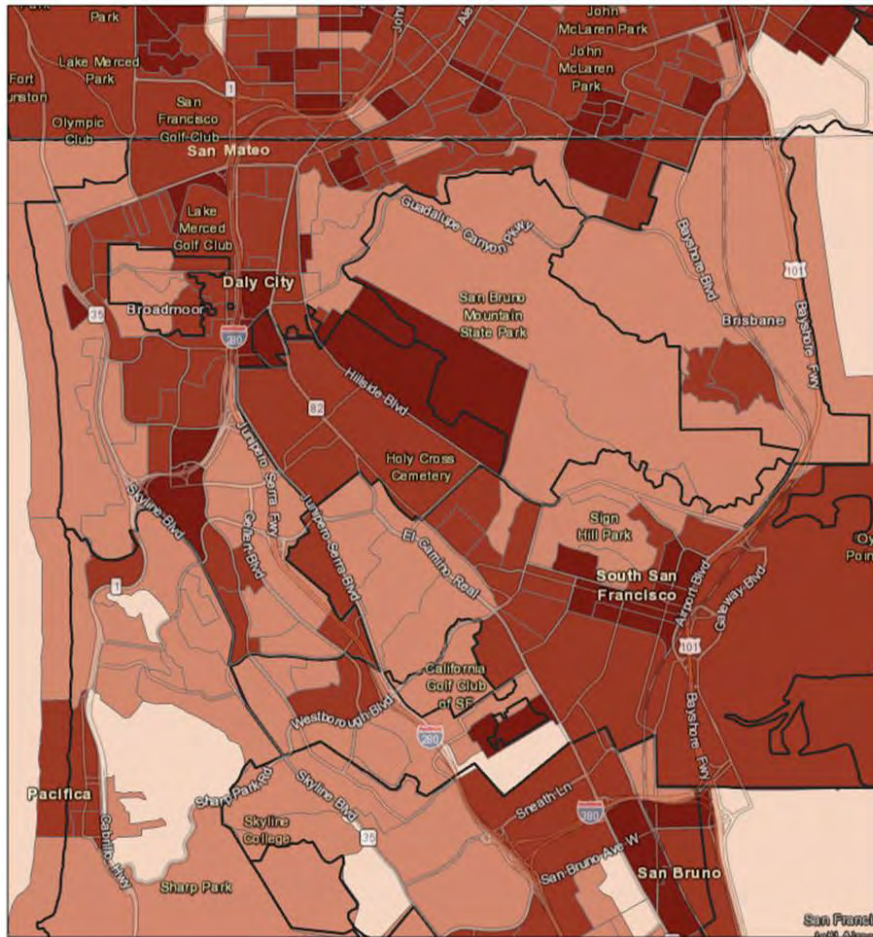


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Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-27.
Low to Moderate Income Population by Block Group

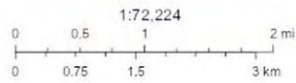


11/17/2021, 8:45:02 AM

City/Town Boundaries

(A) Low to Moderate Income Population (HUD) - Block Group

- < 25%
- 25% - 50%
- 50% - 75%
- 75% - 100%

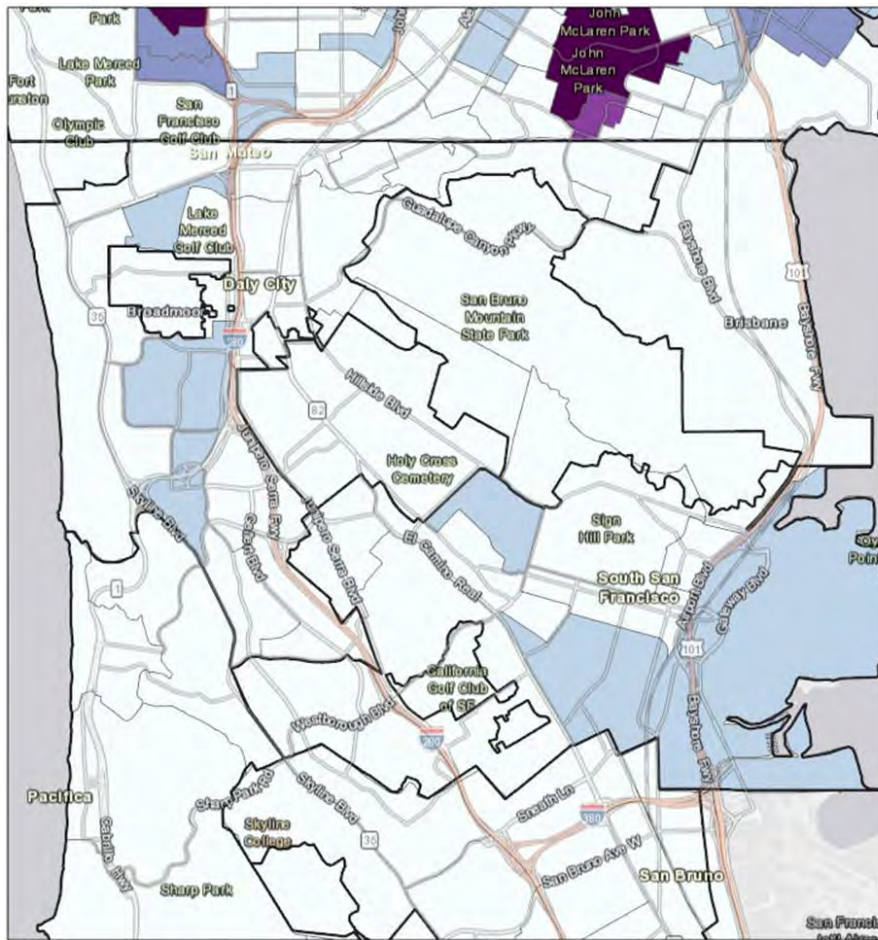


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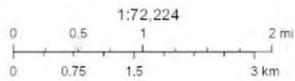
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-28.
Poverty Status by Census Tract, 2019



11/17/2021, 8:52:12 AM

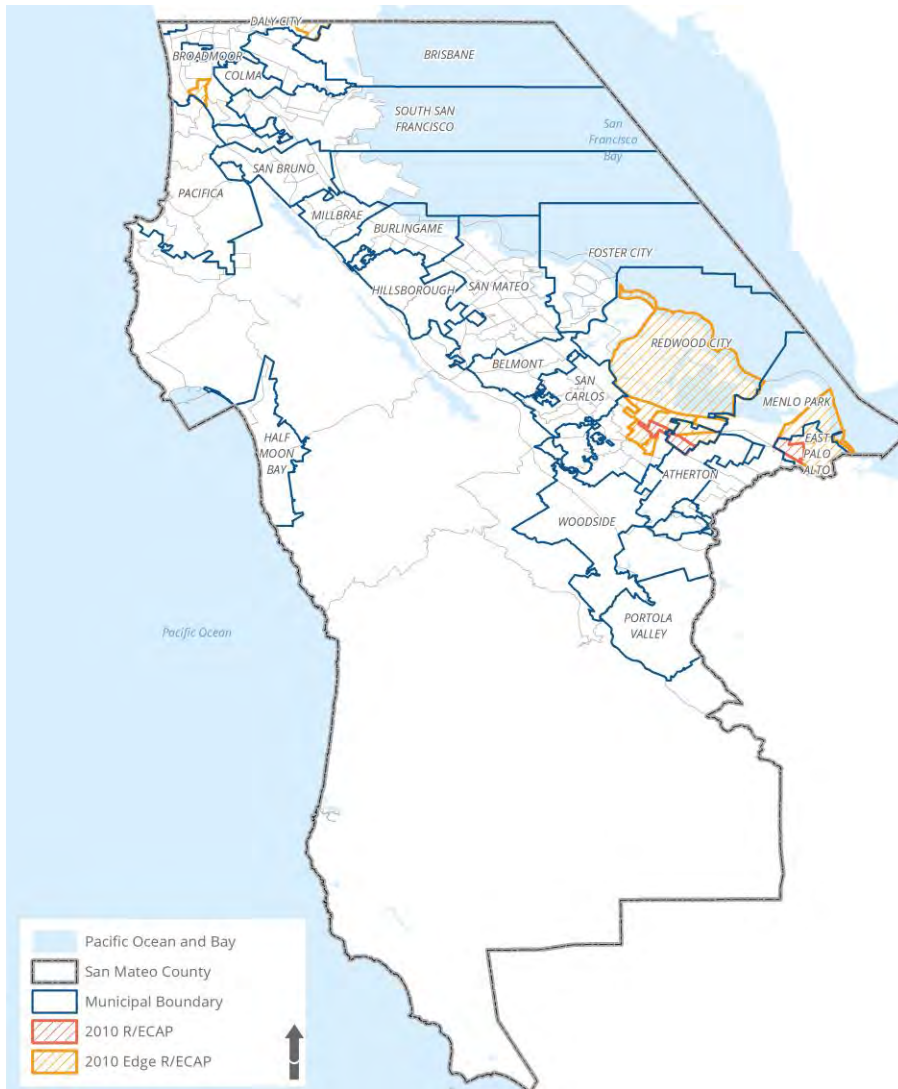
- City/Town Boundaries
- (R) Poverty Status (ACS, 2015 - 2019) - Tract
- < 10%
- 10% - 20%
- 20% - 30%
- 30% - 40%
- > 40%



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 Source: California Department of Housing and Community Development AFFH Data Viewer

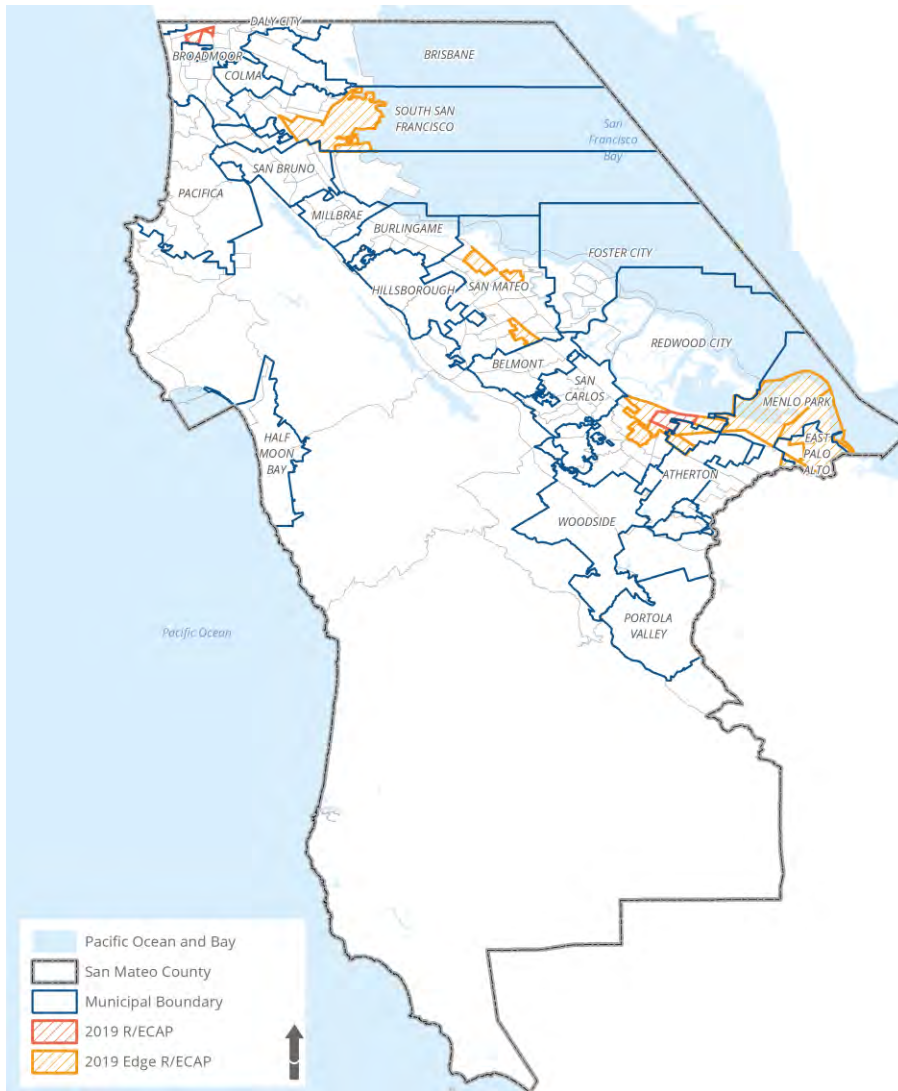
Figure II-29.
R/ECAPs and Edge R/ECAPs, 2010



Note: R/ECAPs are census tracts that have a non-white population of 50 percent or more (majority-minority) AND the poverty rate is three times the average tract poverty rate for the County (19.4% in 2010). Edge R/ECAPs are census tracts that have a non-white population of 50 percent or more (majority-minority) AND the poverty rate is two times the average tract poverty rate for the County (13% in 2010).

Source: California Department of Housing and Community Development AFFH Data Viewer

Figure II-30.
R/ECAPs and Edge R/ECAPs, 2019



Note: R/ECAPs are census tracts that have a non-white population of 50 percent or more (majority-minority) AND the poverty rate is three times the average tract poverty rate for the County (19.1% in 2010). Edge R/ECAPs are census tracts that have a non-white population of 50 percent or more (majority-minority) AND the poverty rate is two times the average tract poverty rate for the County (12.8% in 2019).

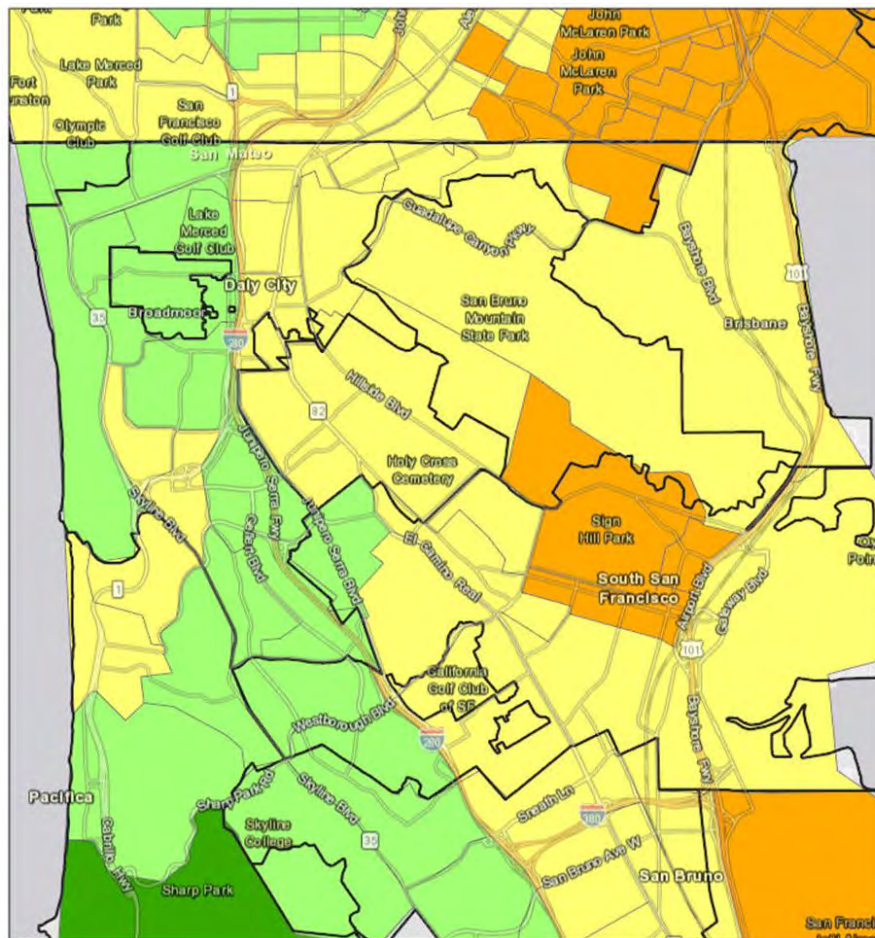
Source: California Department of Housing and Community Development AFFH Data Viewer

SECTION III. Access to Opportunity

Education

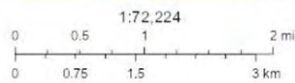
[Available December 2021] Appendix item: Access to education supplement—findings from a countywide analysis of access to education and educational outcomes by protected class.

Figure III-1.
TCAC Opportunity Areas Education Score by Census Tract, 2021



11/17/2021, 9:15:40 AM

- City/Town Boundaries
- (R) TCAC Opportunity Areas (2021) - Education Score -Tract
- < 0.25 (Less Positive Education Outcomes)
- 0.25 - 0.50
- 0.50 - 0.75
- > 0.75 (More Positive Education Outcomes)
- No Data



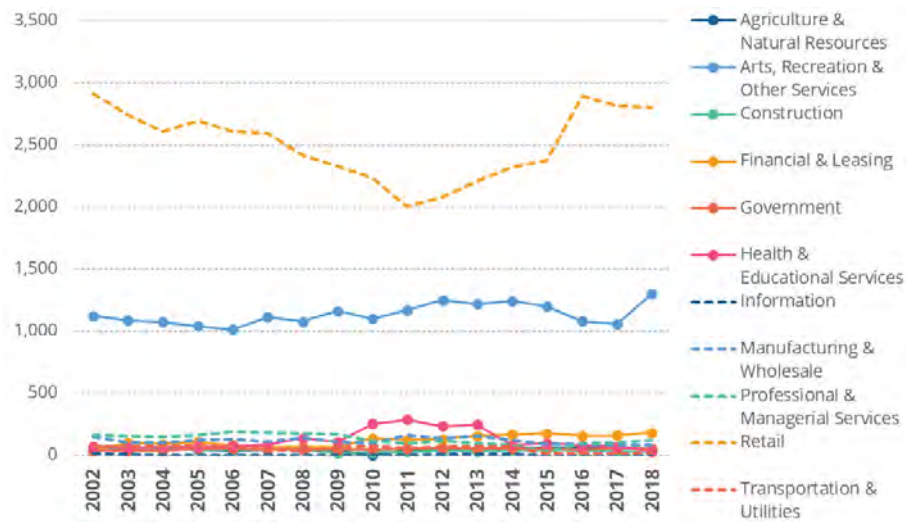
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Source: California Department of Housing and Community Development AFFH Data Viewer

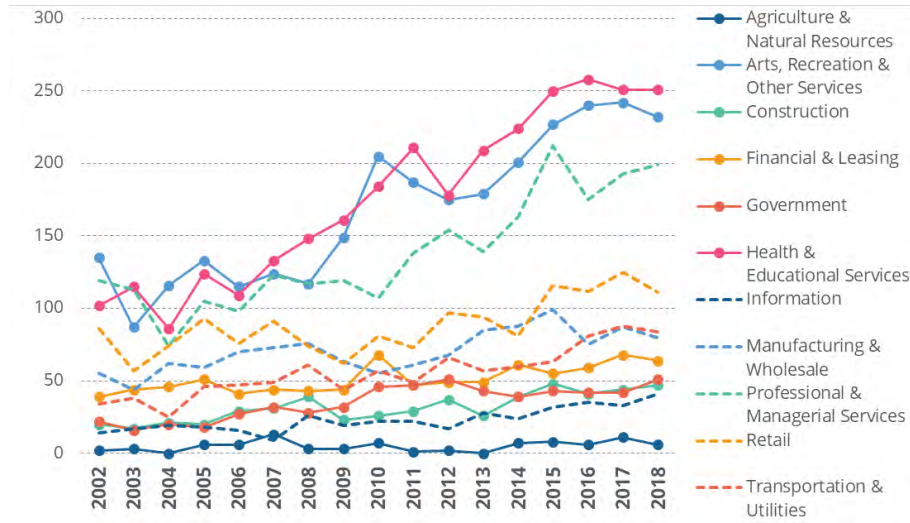
Employment

Figure III-2.
Jobs by Industry, Town of Colma, 2002-2018



Source: ABAG Housing Needs Data Workbook

Figure III-3.
Job Holders by Industry, Town of Colma, 2002-2018



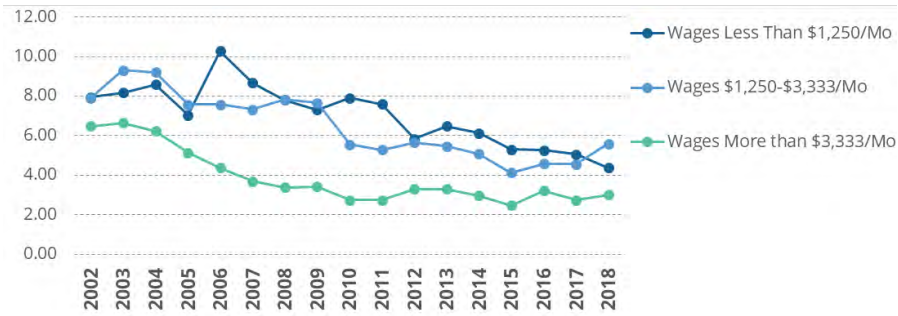
Source: ABAG Housing Needs Data Workbook

Figure III-4.
Jobs to Household Ratio, Town of Colma, 2002-2018



Source: ABAG Housing Needs Data Workbook

Figure III-5.
Jobs to Worker Ratio by Wage, Town of Colma, 2002-2018



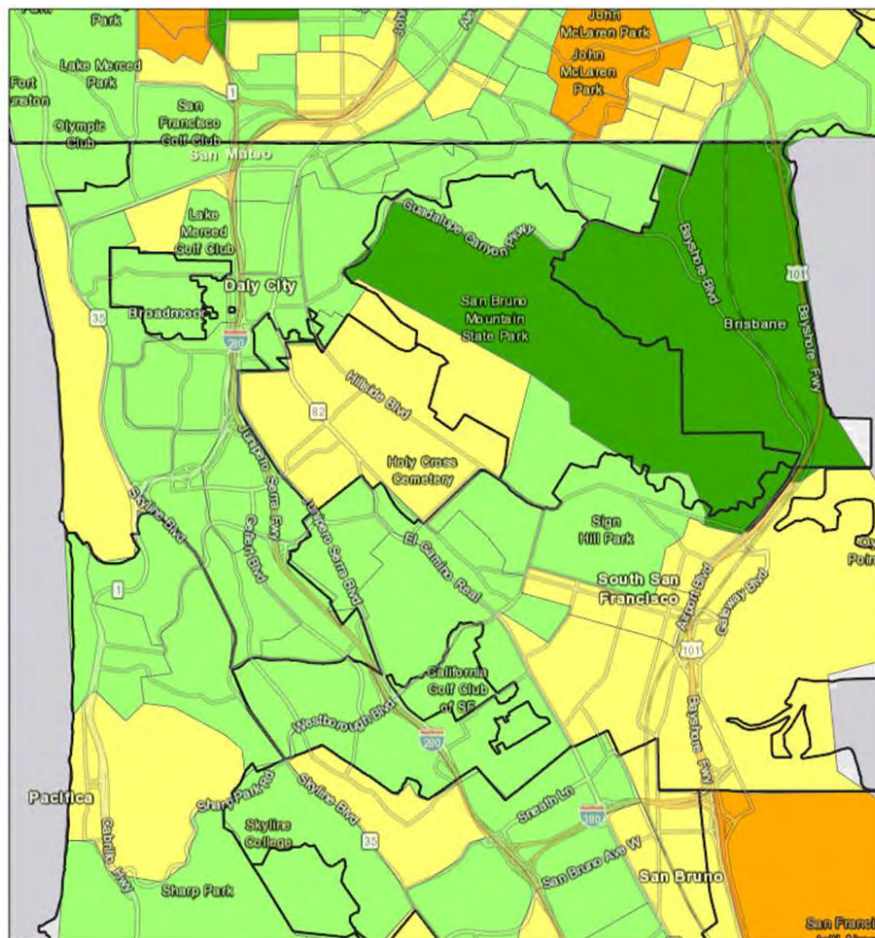
Source: ABAG Housing Needs Data Workbook

Figure III-6.
Unemployment Rate, 2010-2021

Source: ABAG Housing Needs Data Workbook

Commented [FL1]: No data provided for the Town of Colma by ABAG.

Figure III-7.
 TCAC Opportunity Areas Economic Score by Census Tract, 2021



11/17/2021, 9:14:48 AM

City/Town Boundaries

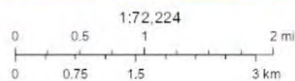
(R) TCAC Opportunity Areas (2021) - Economic Score - Tract

< 0.25 (Less Positive Economic Outcome)

0.25 - 0.50

0.50 - 0.75

> 0.75 (More Positive Economic Outcome)



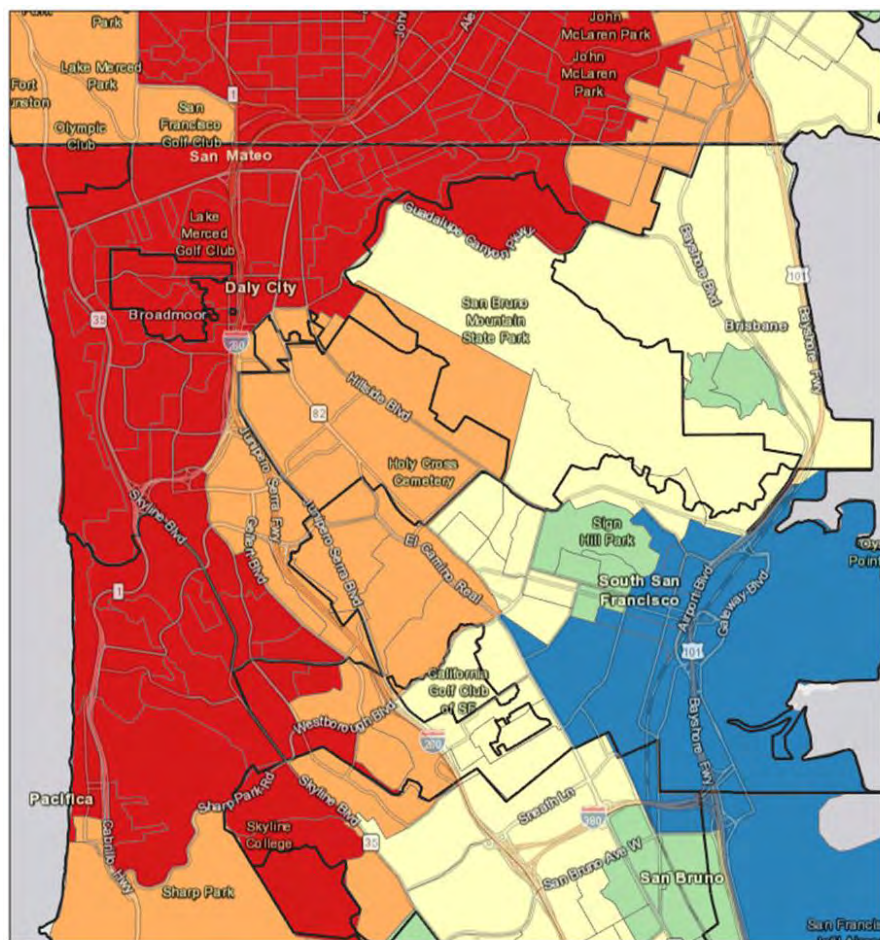
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Source: California Department of Housing and Community Development AFFH Data Viewer

Figure III-8.
Jobs Proximity Index by Block Group, 2017



11/17/2021, 9:18:11 AM

City/Town Boundaries

(A) Jobs Proximity Index (HUD, 2014 - 2017) - Block Group

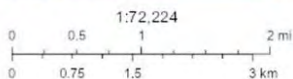
< 20 (Furthest Proximity)

20 - 40

40 - 60

60 - 80

> 80 (Closest Proximity)



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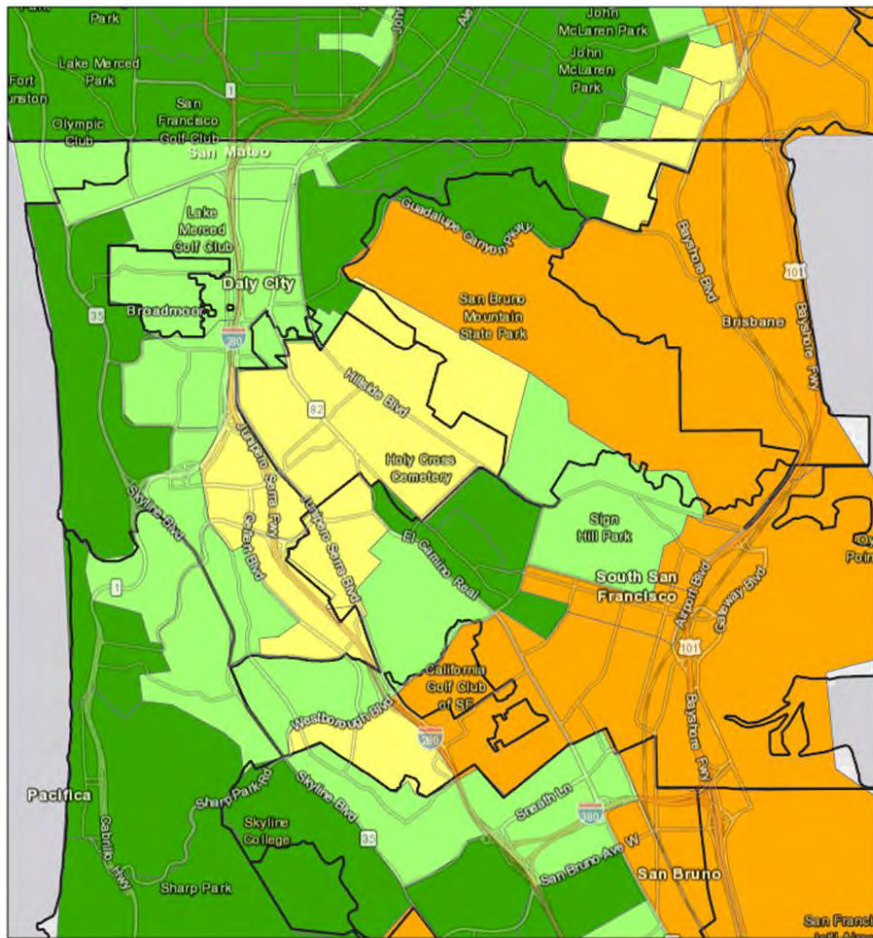
Source: California Department of Housing and Community Development AFFH Data Viewer

Transportation

[TCAC's transportation opportunity score and maps were not available at the time of this report]

Environment

Figure III-9.
TCAC Opportunity Areas Environmental Score by Census Tract, 2021



11/17/2021, 9:22:51 AM

City/Town Boundaries

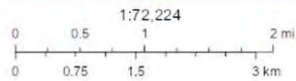
(R) TCAC Opportunity Areas (2021) - Environmental Score - Tract

< .25 (Less Positive Environmental Outcomes)

.25 - .50

.50 - .75

.75 - 1 (More Positive Environmental Outcomes)



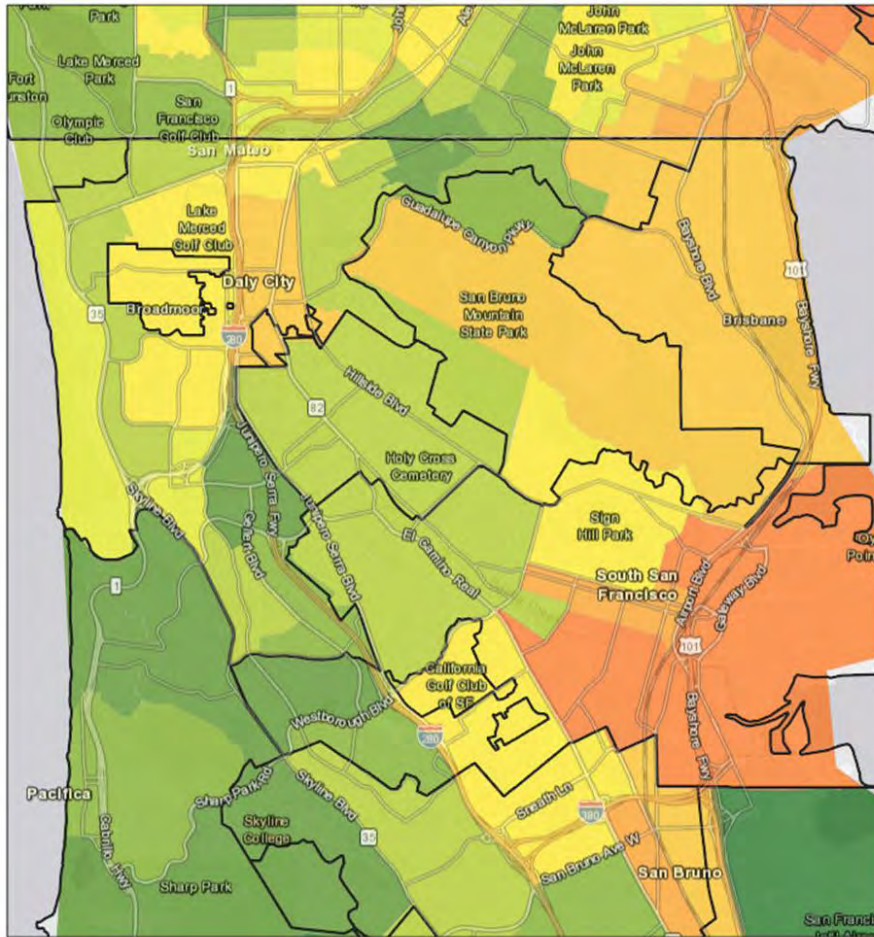
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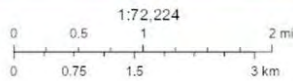
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure III-10.
CalEnviroScreen by Census Tract, 2021



11/17/2021, 8:57:15 AM

- City/Town Boundaries
- (A) CalEnviroScreen 4.0, 2021 - Tract
 - 1 - 10% (Lowest Scores)
 - 11 - 20%
 - 21 - 30%
 - 31 - 40%
 - 41 - 50%
 - 51 - 60%
 - 61 - 70%
 - 71 - 80%
 - 81 - 90%
 - 91 - 100% (Highest Scores)

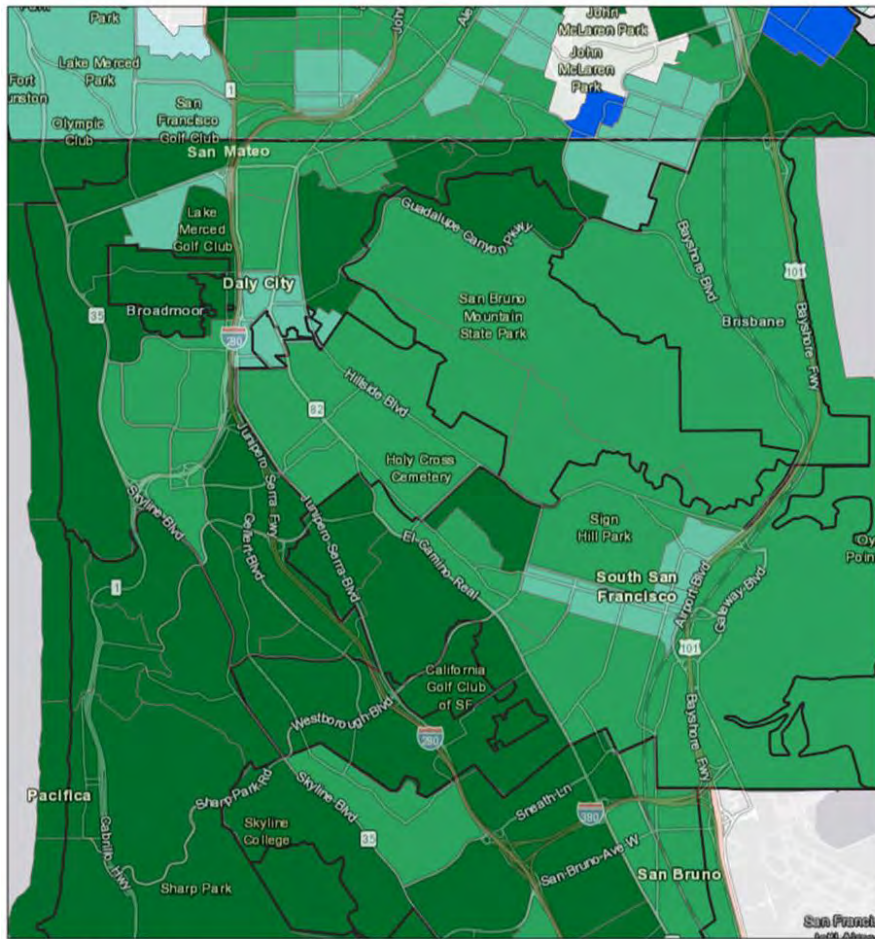


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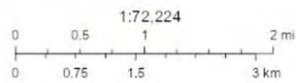
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure III-11.
Healthy Places Index by Census Tract, 2021



11/17/2021, 10:08:07 AM

- City/Town Boundaries
- (A) Healthy Places Index (PHASC, 2021) - Tract
 - < 20%
 - 20% - 40%
 - 40% - 60%
 - 60% - 80%
 - 80% - 100%



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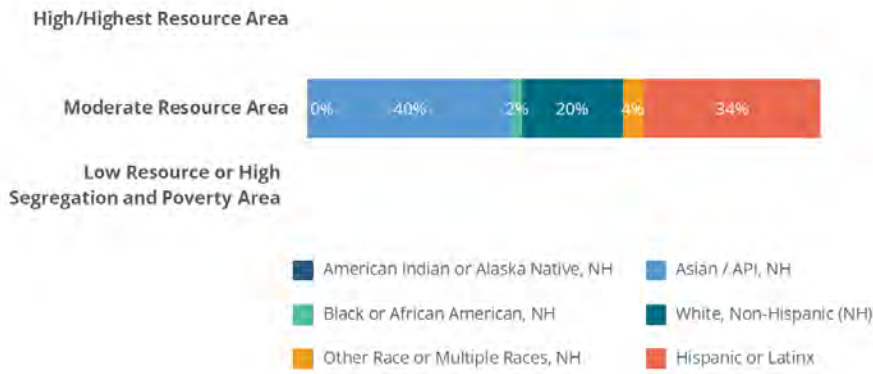
CA HCD
County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks

Source: California Department of Housing and Community Development AFFH Data Viewer

Patterns in disparities in access to opportunity.

Figure III-12.

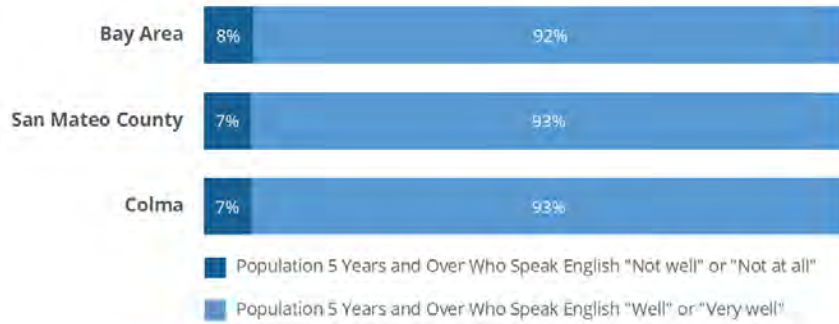
Population Living in Moderate and High Resource Areas by Race and Ethnicity, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

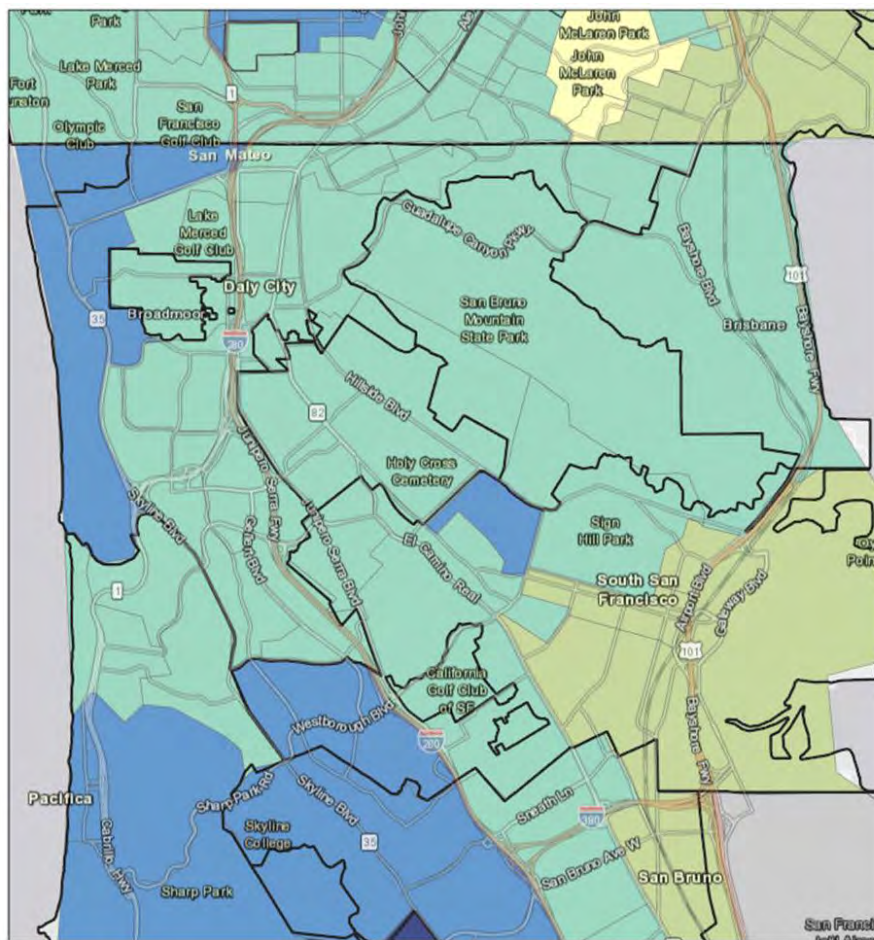
Figure III-13.

Population with Limited English Proficiency, Town of Colma, 2019



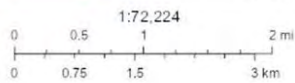
Source: ABAG Housing Needs Data Workbook

Figure III-14.
 TCAC Opportunity Areas Composite Score by Census Tract, 2021



11/17/2021, 9:06:44 AM

- City/Town Boundaries
- (R) TCAC Opportunity Areas (2021) - Composite Score - Tract
- Highest Resource
- High Resource
- Moderate Resource (Rapidly Changing)
- Moderate Resource
- Low Resource

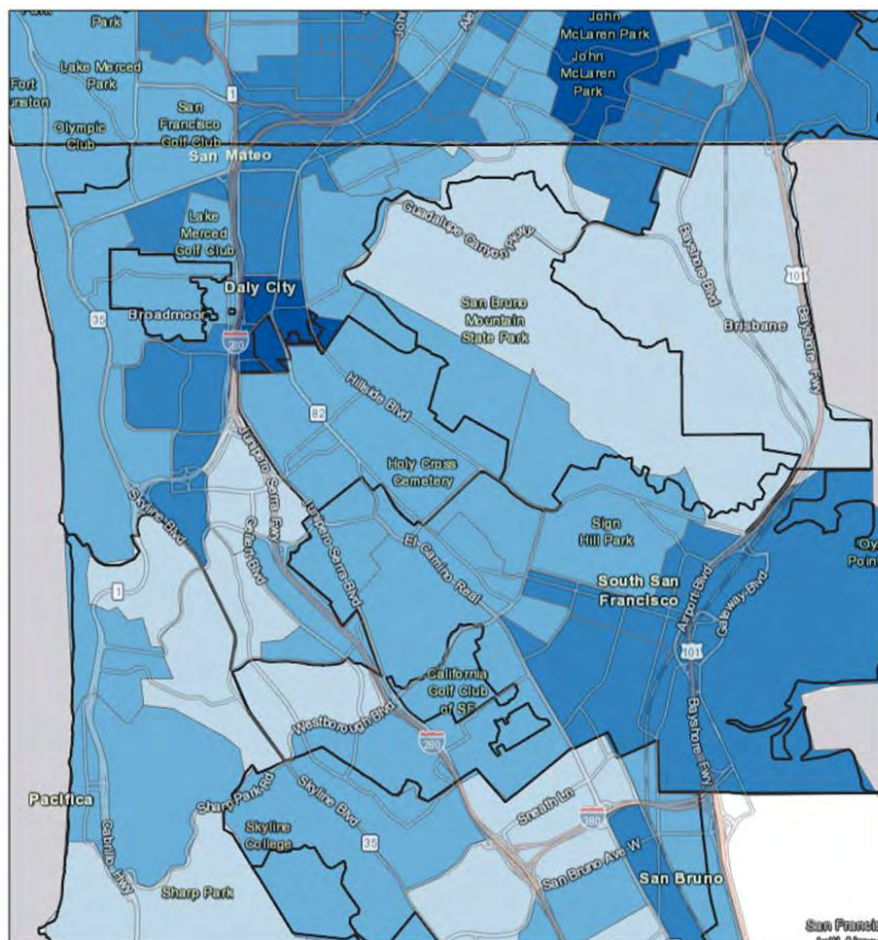


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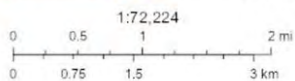
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure III-15.
Social Vulnerability Index by Census Tract, 2018



11/17/2021, 9:20:28 AM

- City/Town Boundaries
- (A) Social Vulnerability Index (CDC, 2018) - Tract
- No Data
- Lower Vulnerability
- Higher Vulnerability
- Higher Vulnerability

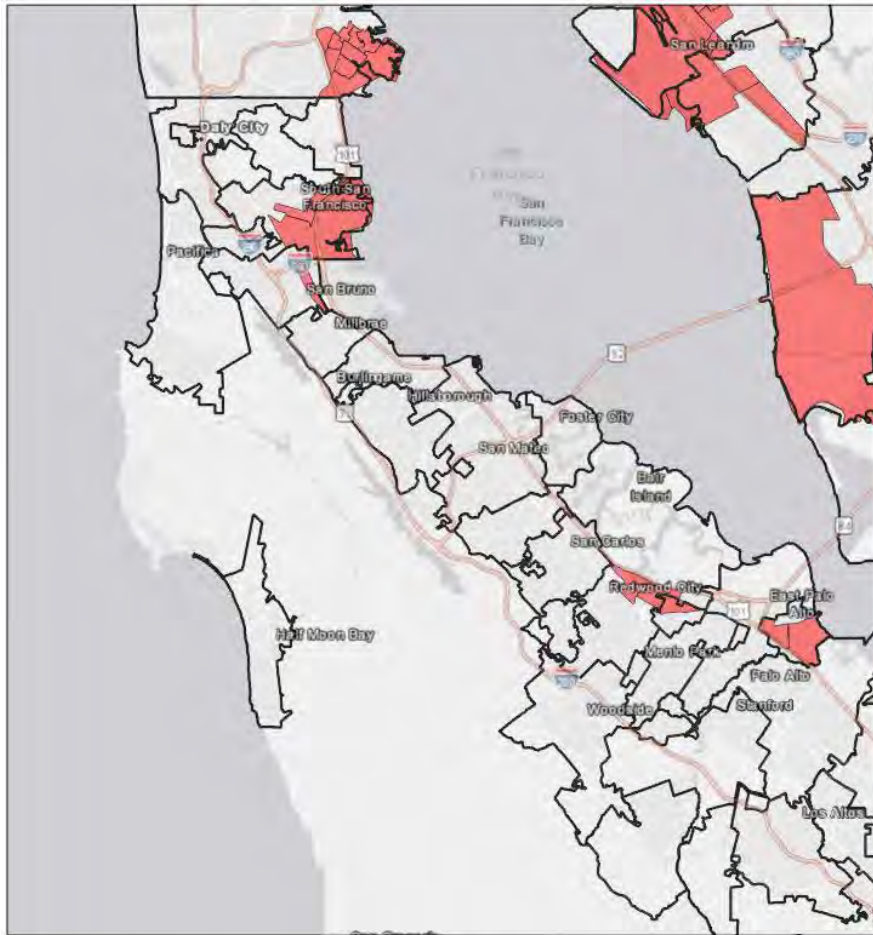


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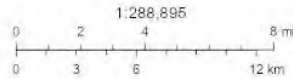
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure III-16.
SB 535 Disadvantaged Communities



10/4/2021, 3:07:03 PM

- City/Town Boundaries
- (A) SB 535 Disadvantaged Communities



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CA HCD
 County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, USGS, EPA, NPS | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, FSR, U.S. Census | PlaceWorks 2021

Source: California Department of Housing and Community Development AFFH Data Viewer

Disparities in access to opportunity for persons with disabilities.
Figure III-17.
Population by Disability Status, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure III-18.
Disability by Type for the Non-Institutionalized Population 18 Years and Over, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure III-19.
Disability by Type for Seniors (65 years and over), Town of Colma, 2019



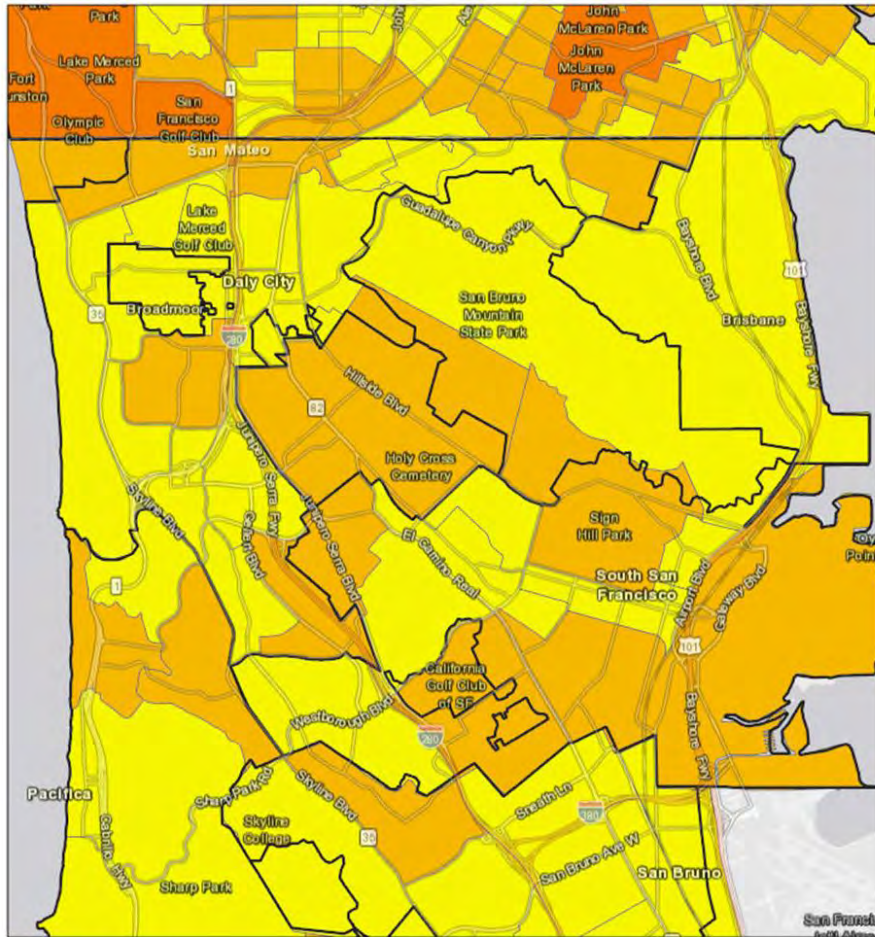
Source: ABAG Housing Needs Data Workbook

Figure III-20.
Employment by Disability Status, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure III-21.
Share of Population with a Disability by Census Tract, 2019

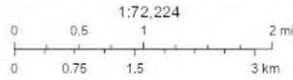


11/17/2021, 8:51:25 AM

City/Town Boundaries

(R) Population with a Disability (ACS, 2015 - 2019) - Tract

- < 10%
- 10% - 20%
- 20% - 30%



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Source: California Department of Housing and Community Development AFFH Data Viewer

Figure III-22 [PLACEHOLDER] San Mateo County Housing Policies and Programs Analysis

[Updated Matrix Available December 2021]

San Mateo County Housing Policies and Programs
(Compiled by the Association of Bay Area Governments, February 2018 update, revised July 2020, by San Mateo County staff with updates from J2 Comments)

Affordable Housing Policy and Program	Albany	Belmont	Brisbane	Burlingame	Colma	Daly City	East Palo Alto	Foster City	Hillsborough	Menlo Park	Mills	Pacifica	Portola Valley	Redwood City	San Bruno	San Carlos	San Clemente	South San Francisco	Woodside	San Mateo County
Reduced Parking Requirements	N	LK	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Unconstrained Incentive Program	N	N	Y	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Conditional Density Bonus (general Assembly)	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Form-based codes	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Midrise Use Corridor	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Special Use Corridor	N	N	N	Y	N	LK	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Density Bonus Ordinances	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Incidental Density Bonus (State Housing Policy)	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Conditional Density Bonus Ordinance	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Fast Track Ordinance	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Fast Track Ordinance	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Apprentice/Internship/Cooperative Program	N	Y	Y	N	N	Y	N	Y	N	N	N	N	N	N	Y	Y	Y	Y	Y	N
Preparation of Global Homes (Fast Track Ordinance)	N	N	Y	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N
Ordinance	N	N	Y	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N
SDO Preemptive Ordinances	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Homeowner Rehabilitation program	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Other Area Development Initiatives	N	N	N	N	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Reduced Fees for Veterans	N	N	Y	N	N	Y	LK	Y	N	N	N	N	Y	Y	Y	N	N	Y	N	Y
General Fee Schedule (with Renters Kiosk)	N	N	Y	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N
"Microrental" Units	N	N	Y	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N
In-Lieu Fees (Developmental Zoning)	N	N	N	LK	N	Y	Y	N	N	N	N	N	Y	Y	Y	Y	Y	N	N	N
Housing Development Impact Fee	N	LK	Y	LK	LK	Y	Y	N	N	Y	N	N	Y	Y	LK	Y	Y	N	N	Y
Community Development Impact Fee	N	LK	Y	LK	N	N	Y	N	N	N	N	N	Y	LK	LK	LK	LK	N	N	Y
Other Fees or Fees (indicated for housing)	N	N	Y	N	N	LK	Y	N	N	N	N	N	Y	N	N	Y	Y	N	N	Y
Locally Funded Homeowner Assistance Program	N	Y	Y	Y	N	N	Y	Y	N	N	N	N	Y	N	N	N	N	N	N	N
Local Funded Ordinance	N	N	N	N	N	Y	N	N	N	N	N	N	Y	N	N	N	N	N	N	N
Home sharing programs	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Plan Public Housing (PH)	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Plan County Housing (CH)	Y	N	Y	Y	N	Y	Y	N	Y	Y	N	N	Y	N	N	Y	Y	Y	Y	Y
Plan a Second Unit Ordinance (SOU)	Y	N	Y	Y	N	Y	Y	Y	N	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y
Plan Emergency Shelter (ES)	N	N	N	N	N	Y	Y	N	Y	Y	N	N	Y	N	N	Y	Y	Y	Y	Y
Plan Affordable Housing Component (AHC)	N	N	Y	N	N	Y	Y	N	N	Y	N	N	Y	N	N	Y	Y	Y	Y	Y

ABAG tracked thirty housing policy and program types that represent the most prevalent and important strategies for increasing development of both market rate and affordable housing units. ABAG staff compiled a summary of policies adopted by each jurisdiction based on the jurisdiction's certified 2017-2018 housing element, and sent the summary to local staff for verification. We have indicated instances in which we were not able to verify or obtain information.

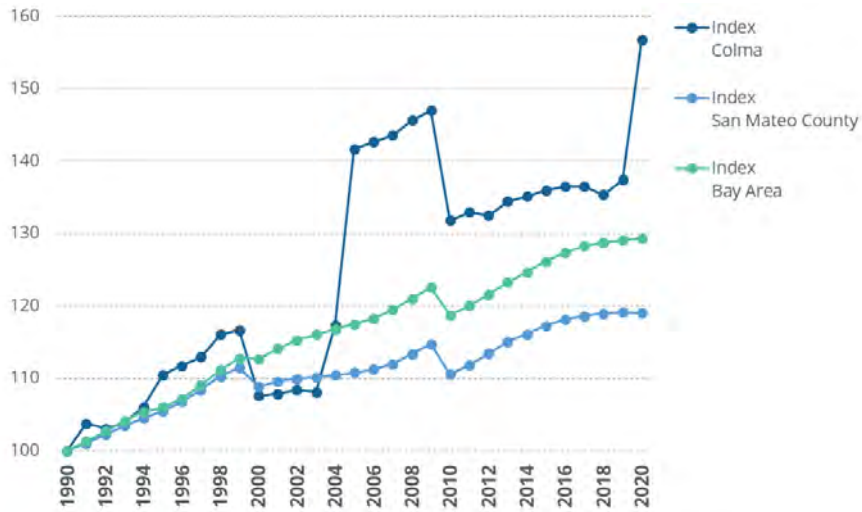
Legend:
 Y: The policy or program is currently in effect in the jurisdiction
 N: The policy or program is not in effect in the jurisdiction
 LK: The policy or program is currently under consideration by the jurisdiction
 NA: Indicates information was available for jurisdiction

Source: ABAG.

SECTION IV. Disproportionate Housing Needs

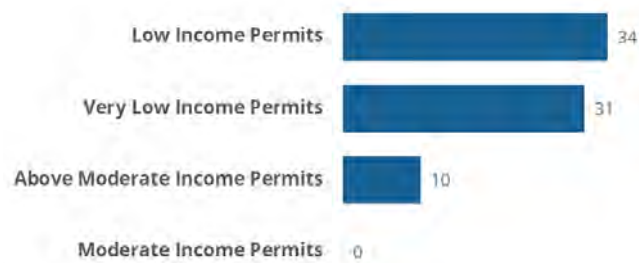
Housing needs.

Figure IV-1.
Population Indexed to 1990



Source: ABAG Housing Needs Data Workbook

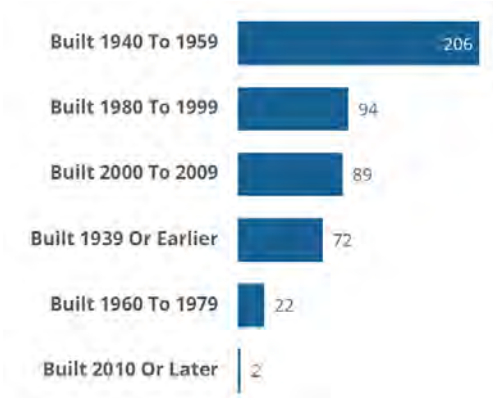
Figure IV-2.
Housing Permits Issued by Income Group, Town of Colma, 2015-2019



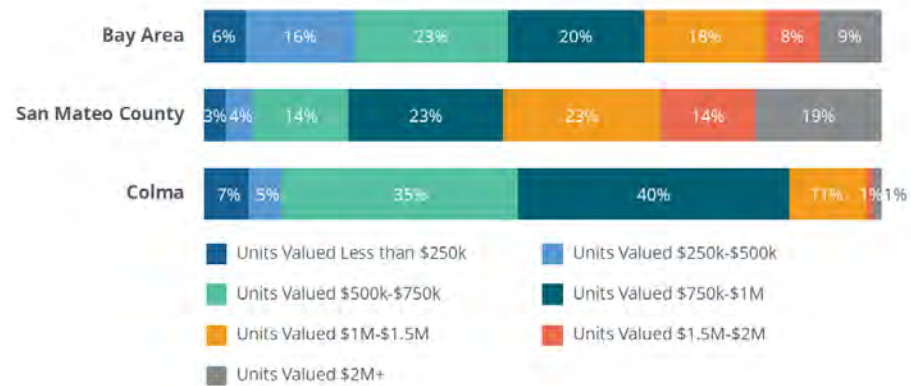
Source:
ABAG Housing Needs Data
Workbook

**Figure IV-3.
Housing Units by Year
Built, Town of Colma**

Source:
ABAG Housing Needs Data Workbook

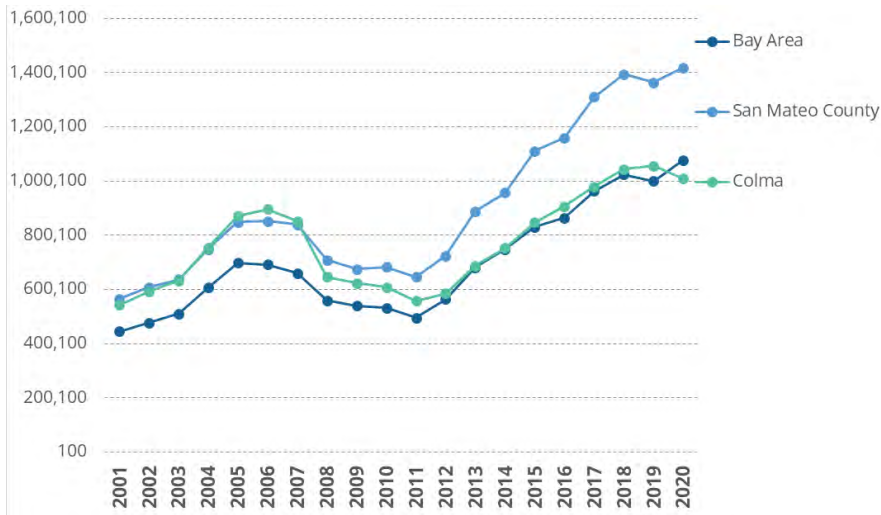


**Figure IV-4.
Distribution of Home Value for Owner Occupied Units, 2019**



Source: ABAG Housing Needs Data Workbook

Figure IV-5.
Zillow Home Value Index, 2001-2020



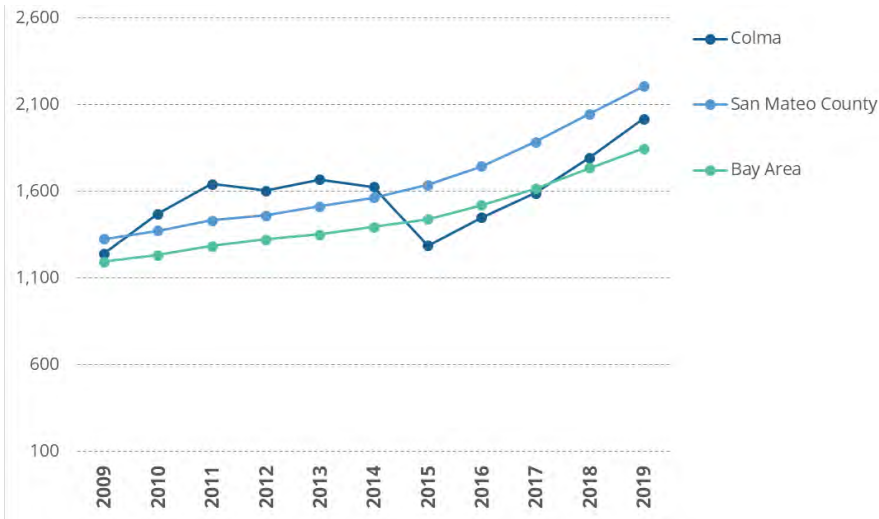
Source: ABAG Housing Needs Data Workbook

Figure IV-6.
Distribution of Contract Rents for Renter Occupied Units, 2019



Source: ABAG Housing Needs Data Workbook

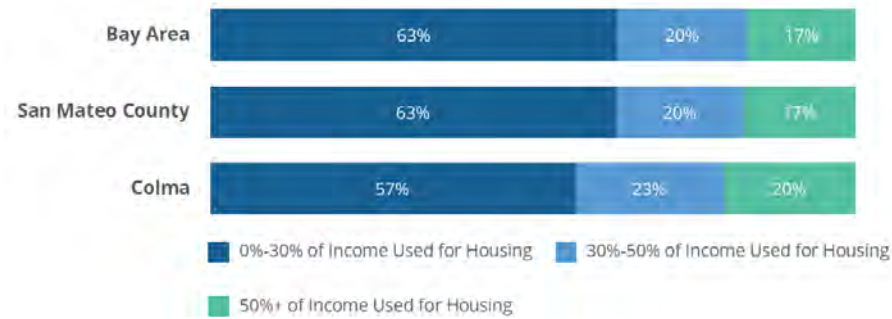
Figure IV-7.
Median Contract Rent, 2009-2019



Source: ABAG Housing Needs Data Workbook

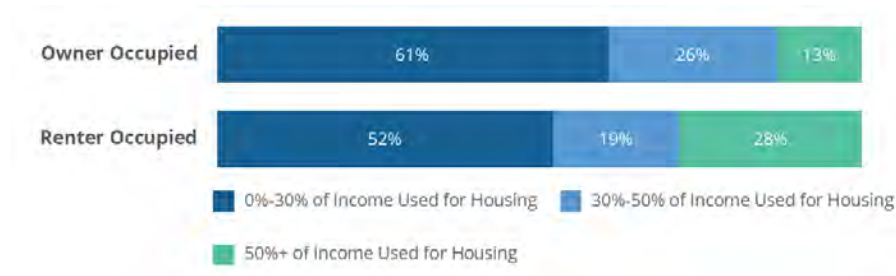
Cost burden and severe cost burden.

Figure IV-8.
Overpayment (Cost Burden) by Jurisdiction, 2019



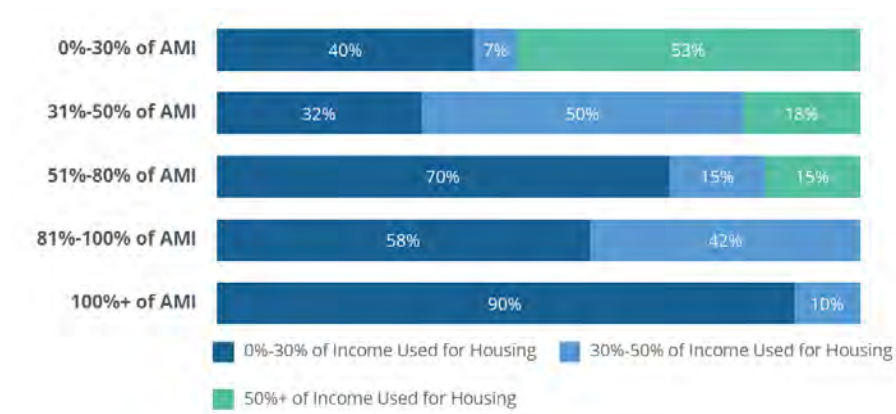
Source: ABAG Housing Needs Data Workbook

Figure IV-9.
Overpayment (Cost Burden) by Tenure, Town of Colma, 2019



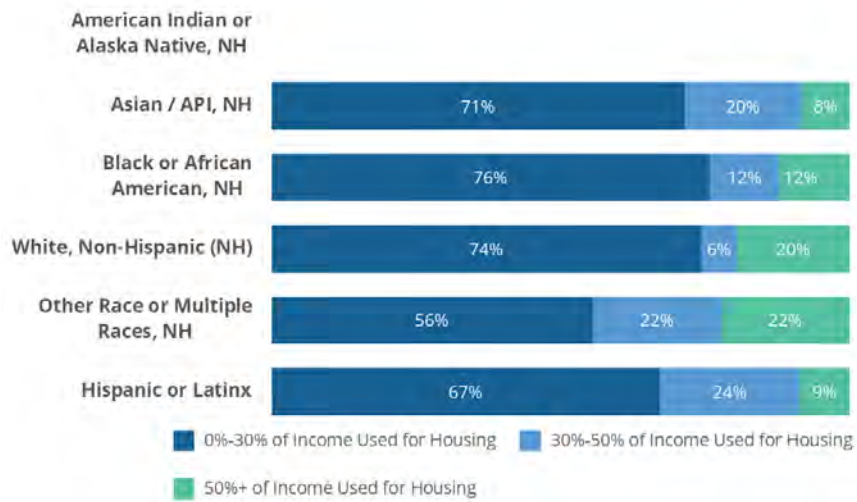
Source: ABAG Housing Needs Data Workbook

Figure IV-10.
Overpayment (Cost Burden) by Area Median Income (AMI), Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure IV-11.
Overpayment (Cost Burden) by Race and Ethnicity, Town of Colma, 2019



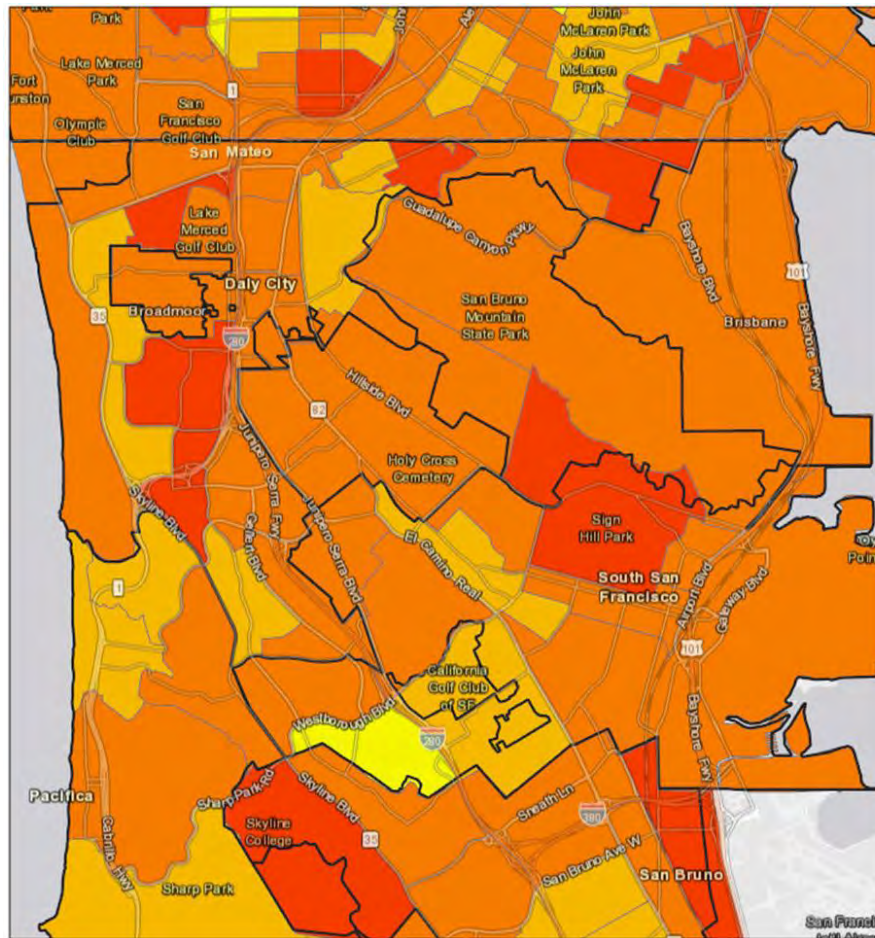
Source: ABAG Housing Needs Data Workbook

Figure IV-12.
Overpayment (Cost Burden) by Family Size, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure IV-13.
Overpayment (Cost Burden) for Renter Households by Census Tract, 2019

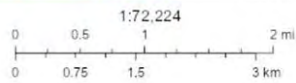


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City/Town Boundaries

(R) Overpayment by Renters (ACS, 2015 - 2019) - Tract

- < 20%
- 20% - 40%
- 40% - 60%
- 60% - 80%

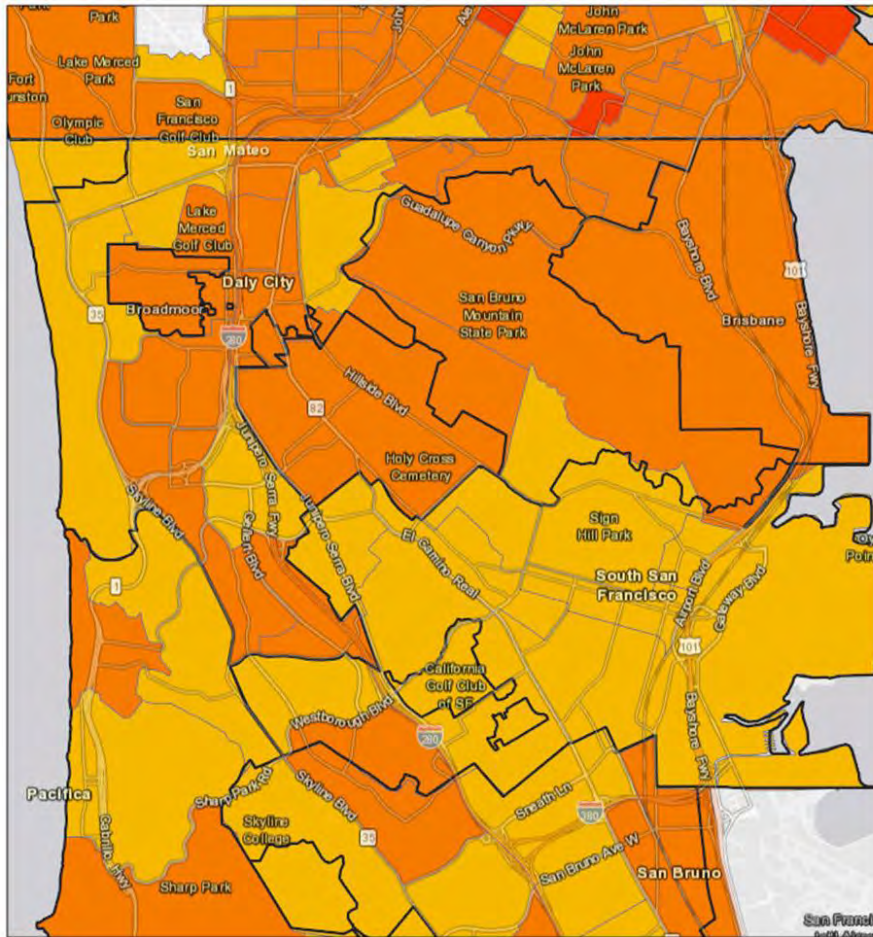


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CA HCD
 County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks

Source: California Department of Housing and Community Development AFFH Data Viewer

Figure IV-14.
Overpayment (Cost Burden) for Owner Households by Census Tract, 2019



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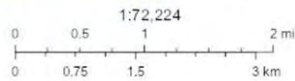
City/Town Boundaries

(R) Overpayment by Home Owners (ACS, 2015 - 2019) - Tract

20% - 40%

40% - 60%

60% - 80%



County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, Esri, HERE, Garmin, OpenStreetMap contributors, and the GIS user community

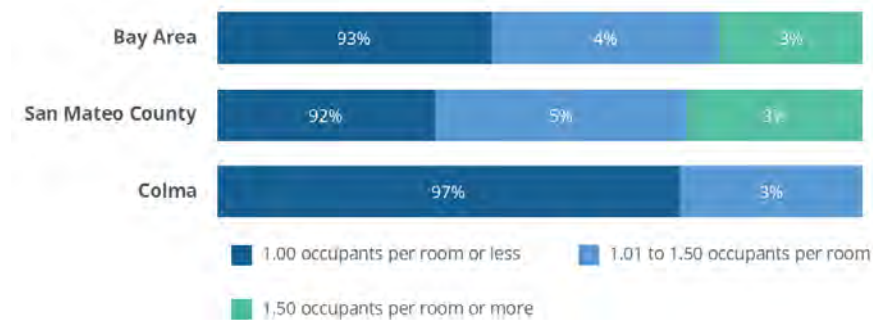
CA HCD

Source: California Department of Housing and Community Development AFFH Data Viewer

Overcrowding.

Figure IV-15.

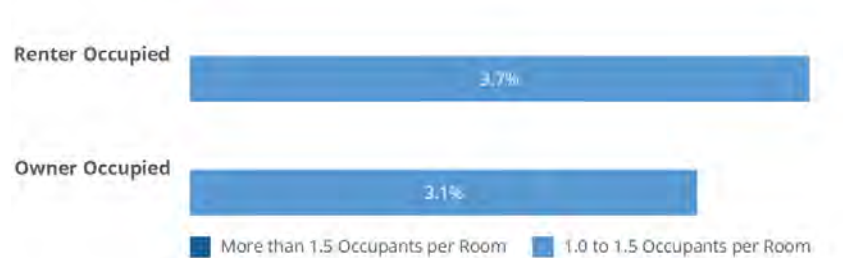
Occupants per Room by Jurisdiction, 2019



Source: ABAG Housing Needs Data Workbook

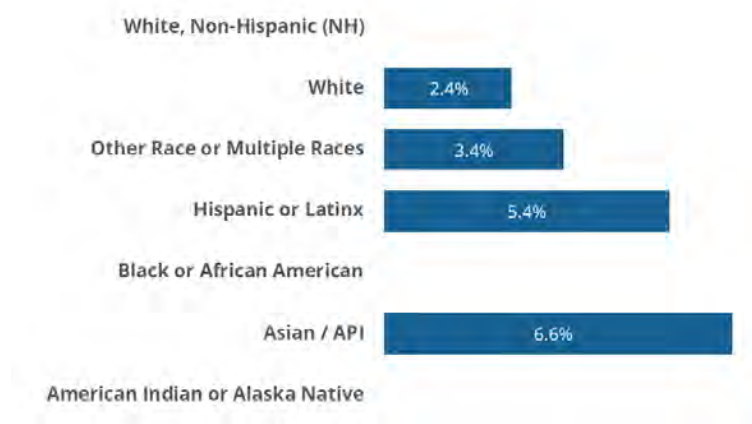
Figure IV-16.

Occupants per Room by Tenure, Town of Colma, 2019



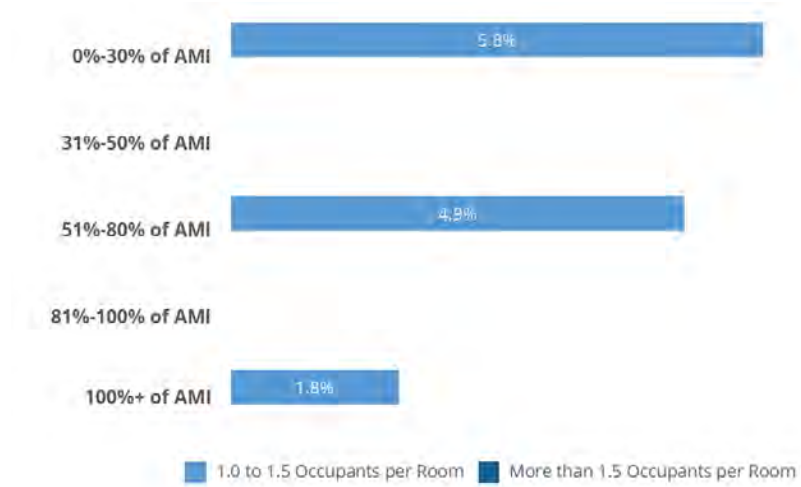
Source: ABAG Housing Needs Data Workbook

Figure IV-17.
Overcrowding by Race and Ethnicity, Town of Colma, 2019



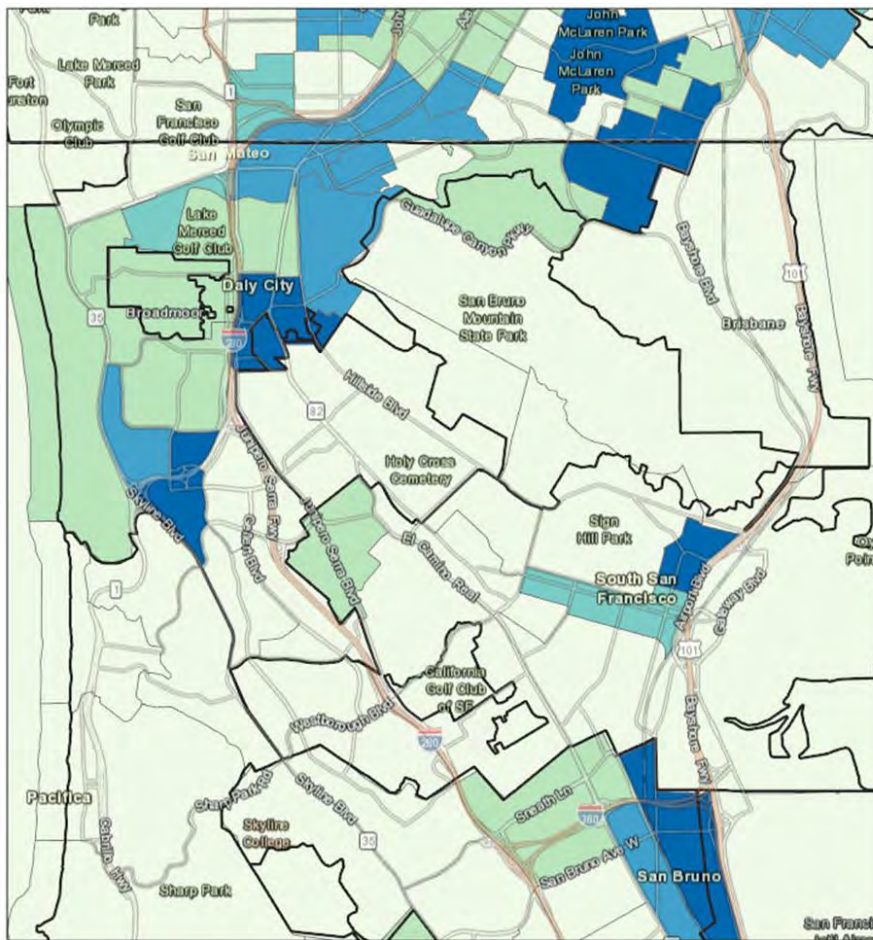
Note: Overcrowding is indicated by more than 1 person per room.
 Source: ABAG Housing Needs Data Workbook

Figure IV-18.
Occupants per Room by AMI, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure IV-19.
Overcrowded Households by Census Tract, 2019

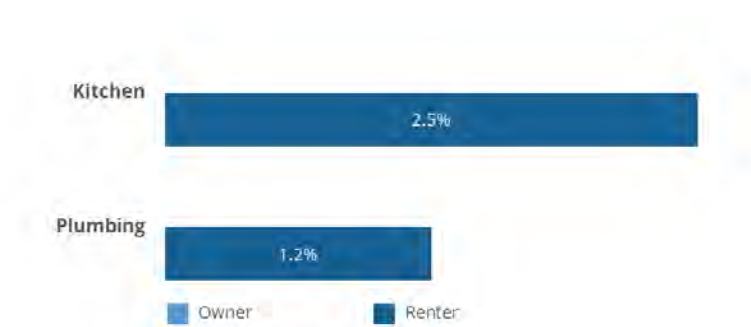


Source: California Department of Housing and Community Development AFFH Data Viewer

Substandard housing.

Figure IV-20.

Percent of Units Lacking Complete Kitchen and Plumbing Facilities, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Homelessness.

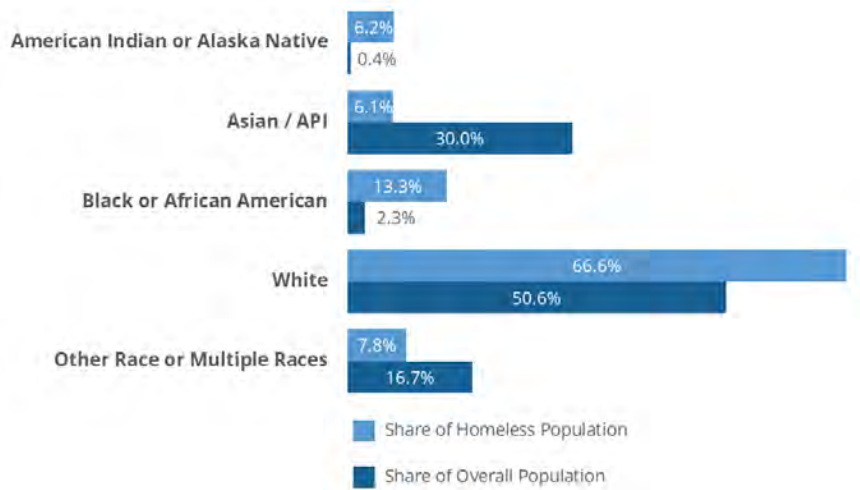
Figure IV-21.

Homelessness by Household Type and Shelter Status, San Mateo County, 2019

	People in Households Solely Children	People in Households with Adults and Children	People in Households Without Children
Sheltered - Emergency Shelter	0	68	198
Sheltered - Transitional Housing	0	271	74
Unsheltered	1	62	838

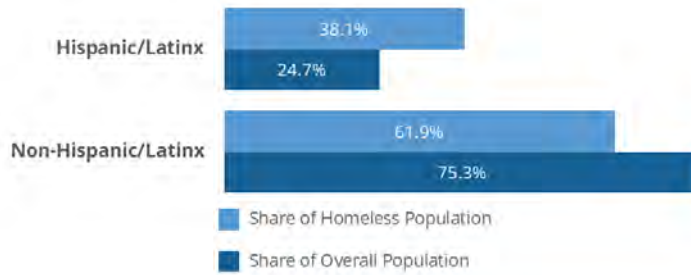
Source:
ABAG Housing Needs Data Workbook

Figure IV-22.
Share of General and Homeless Populations by Race, San Mateo County, 2019



Source: ABAG Housing Needs Data Workbook

Figure IV-23.
Share of General and Homeless Populations by Ethnicity, San Mateo County, 2019



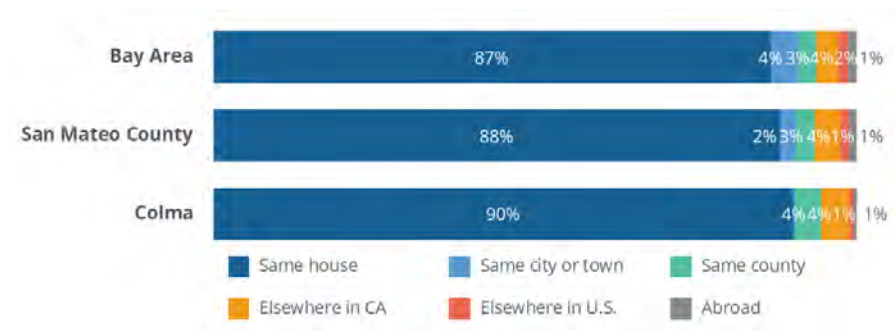
Source: ABAG Housing Needs Data Workbook

Figure IV-24.
Characteristics of the Population Experiencing Homelessness, San Mateo County, 2019

	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	Veterans	Victims of Domestic Violence
Sheltered - Emergency Shelter	46	0	70	31	10
Sheltered - Transitional Housing	46	3	46	4	14
Unsheltered	20	0	189	34	103

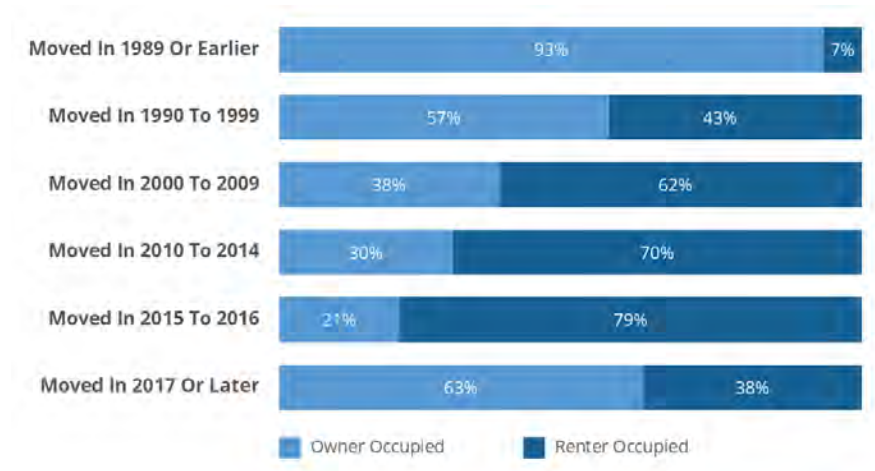
Source: ABAG Housing Needs Data Workbook

Displacement.
Figure IV-25.
Location of Population One Year Ago, Town of Colma, 2019



Source: ABAG Housing Needs Data Workbook

Figure IV-26.
Tenure by Year Moved to Current Residence, Town of Colma, 2019



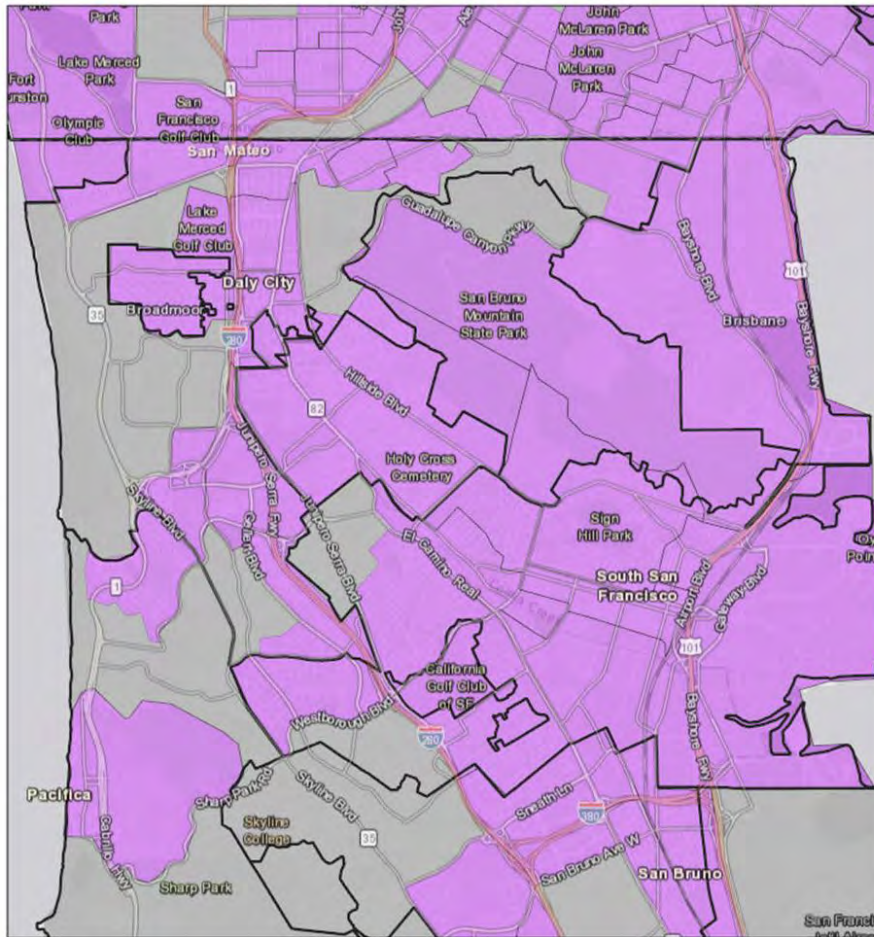
Source: ABAG Housing Needs Data Workbook

Figure IV-27.
Assisted Units at Risk of Conversion, Town of Colma, 2019




	Low	Moderate	High	Very High	Total Assisted Units in Database
Colma	65	0	0	0	65
San Mateo County	4,656	191	359	58	5,264
Bay Area	110,177	3,375	1,854	1,053	116,459

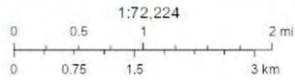
Source: ABAG Housing Needs Data Workbook

Figure IV-28.
Census Tracts Vulnerable to Displacement



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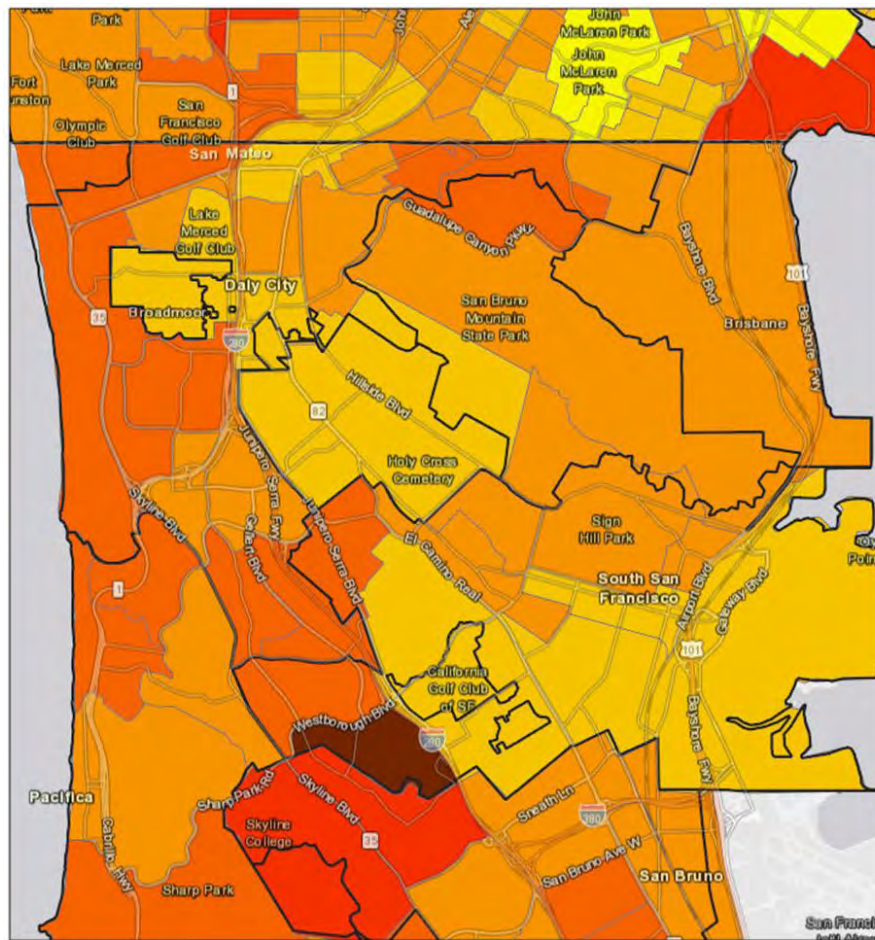
-  City/Town Boundaries
- (A) Sensitive Communities (UCB, Urban Displacement Project)
-  Vulnerable
-  Other



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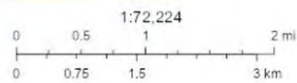
CA HCD
 County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks
 Source: California Department of Housing and Community Development AFFH Data Viewer

Figure IV-29.
Location Affordability Index by Census Tract



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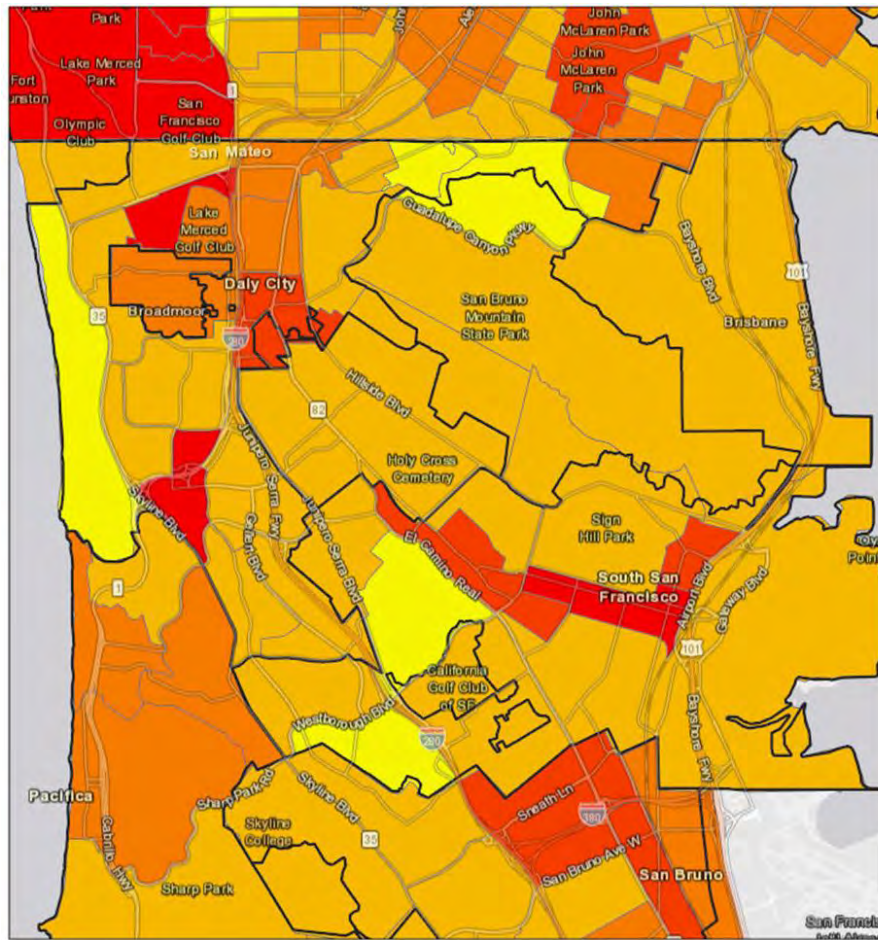
- City/Town Boundaries
- (R) Location Affordability Index (HUD) - Tract
- <\$1,000
- <\$1,500
- <\$2,000
- <\$2,500
- <\$3,000
- Greater than \$3,000



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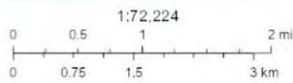
Source: California Department of Housing and Community Development AFFH Data Viewer

Figure IV-30.
Share of Renter Occupied Households by Census Tract, 2019



11/17/2021, 9:26:50 AM

- City/Town Boundaries
- (R) Percent of households in renter - occupied housing units (HUD) - Tract
- ≤ 20 %
- 20% - 40%
- 40% - 60%
- 60% - 80%
- > 80%

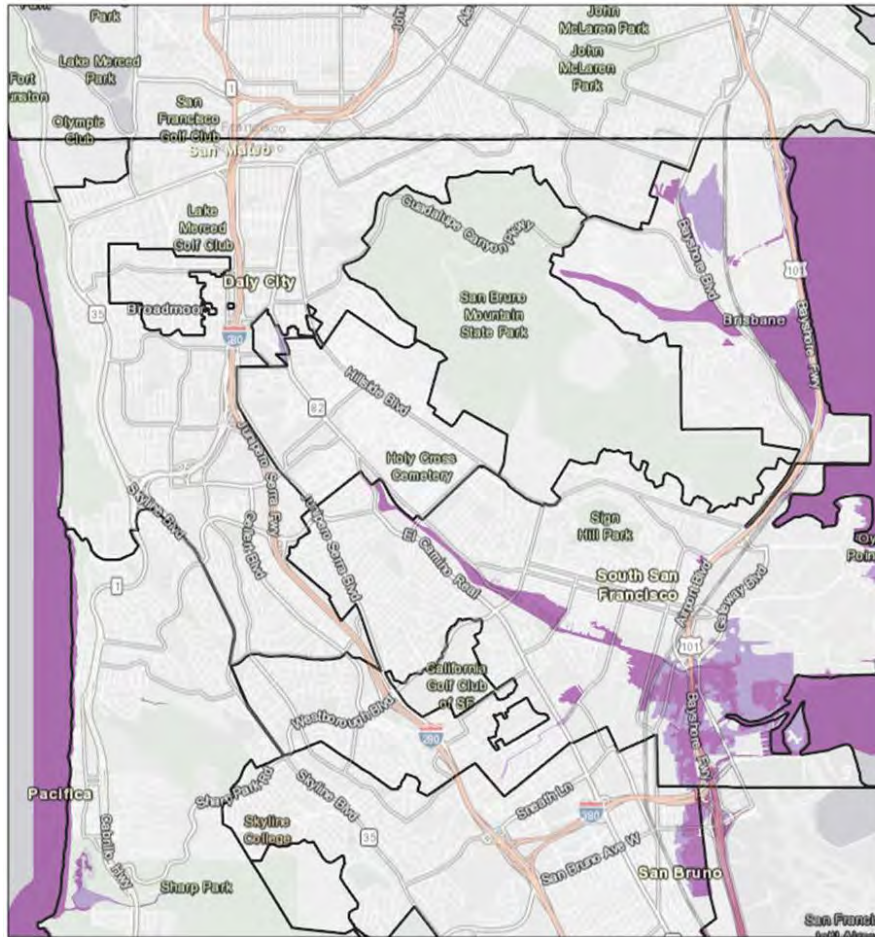


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CA HCD

Source: California Department of Housing and Community Development AFFH Data Viewer

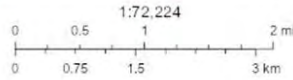
Figure IV-31.
Special Flood Hazard Areas, 2000



11/17/2021, 9:28:05 AM

(A) Special Flood Hazard Areas (FEMA, 2020)

- 1% Annual Chance Flood Hazard
- 0.2% Annual Chance Flood Hazard
- City/Town Boundaries



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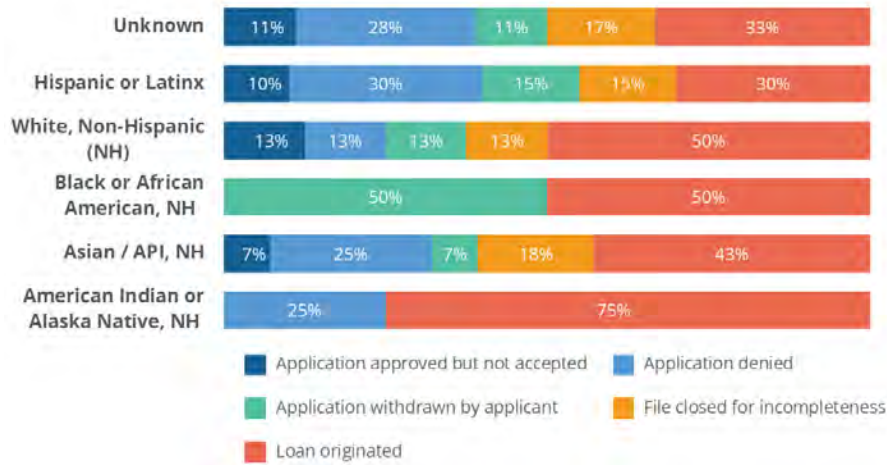
CA HCD
County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | PlaceWorks 2021, HUD 2019 | PlaceWorks 2021, ESRI, U.S. Census | PlaceWorks

Source: California Department of Housing and Community Development AFFH Data Viewer

Other considerations.

Figure IV-32.

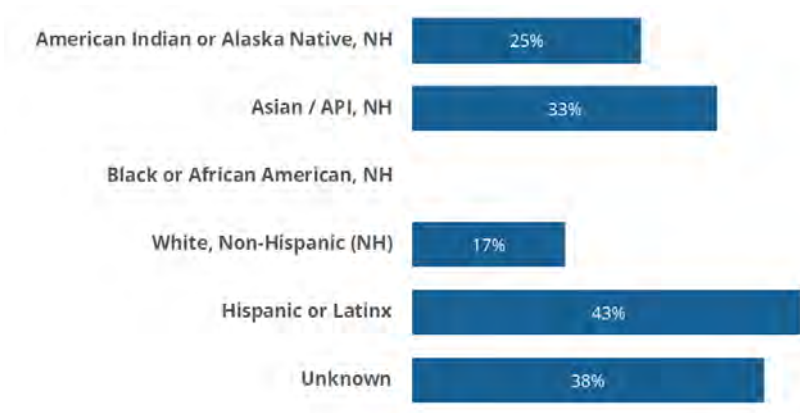
Mortgage Applications by Race and Ethnicity, Town of Colma, 2018-2019



Source: ABAG Housing Needs Data Workbook

Figure IV-33.

Mortgage Application Denial Rate by Race and Ethnicity, Town of Colma, 2018-2019



Source: ABAG Housing Needs Data Workbook

APPENDIX 3 - AFFH Segregation Report

AFFH SEGREGATION REPORT: COLMA

UC Merced Urban Policy Lab and ABAG/MTC Staff

Version of Record: March 06, 15:52:34



ASSOCIATION OF BAY AREA GOVERNMENTS
METROPOLITAN TRANSPORTATION COMMISSION



Technical Assistance
for Local Planning
HOUSING

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0.3	List of tables	3
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1.2	Defining Segregation	5
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1 INTRODUCTION

The requirement to Affirmatively Further Fair Housing (AFFH) is derived from The Fair Housing Act of 1968, which prohibited discrimination concerning the sale, rental, and financing of housing based on race, color, religion, national origin, or sex—and was later amended to include familial status and disability.¹ The 2015 U.S. Department of Housing and Urban Development (HUD) Rule to Affirmatively Further Fair Housing and California Assembly Bill 686 (2018) mandate that each jurisdiction takes meaningful action to address significant disparities in housing needs and access to opportunity.²³ AB 686 requires that jurisdictions incorporate AFFH into their Housing Elements, which includes inclusive community participation, an assessment of fair housing, a site inventory reflective of AFFH, and the development of goals, policies, and programs to meaningfully address local fair housing issues. ABAG and UC Merced have prepared this report to assist Bay Area jurisdictions with the Assessment of Fair Housing section of the Housing Element.

Assessment of Fair Housing Components

The Assessment of Fair Housing includes five components, which are discussed in detail on pages 22-43 of [HCD's AFFH Guidance Memo](#):

- A: Summary of fair housing enforcement and outreach capacity
- B: Integration and segregation patterns, and trends related to people with protected characteristics
- C: Racially or ethnically concentrated areas of poverty
- D: Disparities in access to opportunity
- E: Disproportionate housing needs, including displacement risk

1.1 Purpose of this Report

This report describes racial and income segregation in Bay Area jurisdictions. Local jurisdiction staff can use the information in this report to help fulfill a portion of the second component of the Assessment of Fair Housing, which requires analysis of integration and segregation patterns and trends related to people with protected characteristics and lower incomes. Jurisdictions will still need to perform a similar analysis for familial status and populations with disability.

This report provides segregation measures for both the local jurisdiction and the region using several indices. For segregation between neighborhoods within a city (intra-city segregation), this report **includes isolation indices, dissimilarity indices, and Theil's-H index**. The isolation index measures

¹ <https://www.justice.gov/crt/fair-housing-act-2>

² HCD AFFH Guidance Memo

³ The 2015 HUD rule was reversed in 2020 and partially reinstated in 2021.

segregation for a single group, while the dissimilarity index measures segregation between two groups. **The Theil's H-Index** can be used to measure segregation between all racial or income groups across the **city at once**. **HCD's AFFH guidelines require local jurisdictions to include isolation indices and dissimilarity indices** in the Housing Element. **Theil's H index is provided in addition to these required measures**. For segregation between cities within the Bay Area (inter-city segregation), this report **includes dissimilarity indices at the regional level as required by HCD's AFFH guidelines**. **HCD's AFFH guidelines** also require jurisdictions to compare conditions at the local level to the rest of the region; and this report presents the difference in the racial and income composition of a jurisdiction relative to the region as a whole to satisfy the comparison requirement.

1.2 Defining Segregation

Segregation is the separation of different demographic groups into different geographic locations or communities, meaning that groups are unevenly distributed across geographic space. This report examines two spatial forms of segregation: neighborhood level segregation *within* a local jurisdiction and city level segregation *between* jurisdictions in the Bay Area.

Neighborhood level segregation (*within* a jurisdiction, or *intra-city*): Segregation of race and income groups can occur from neighborhood to neighborhood *within* a city. For example, if a local jurisdiction has a population that is 20% Latinx, but some neighborhoods are 80% Latinx while others have nearly no Latinx residents, that jurisdiction would have segregated neighborhoods.

City level segregation (*between* jurisdictions in a region, or *inter-city*): Race and income divides also occur *between* jurisdictions in a region. A region could be very diverse with equal numbers of white, Asian, Black, and Latinx residents, but the region could also be highly segregated with each city comprised solely of one racial group.

There are many factors that have contributed to the generation and maintenance of segregation. Historically, racial segregation stemmed from explicit discrimination against people of color, such as restrictive covenants, redlining, and discrimination in mortgage lending. This history includes many overtly discriminatory policies made by federal, state, and local governments (Rothstein 2017). Segregation patterns are also affected by policies that appear race-neutral, such as land use decisions and the regulation of housing development.

Segregation has resulted in vastly unequal access to public goods such as quality schools, neighborhood services and amenities, parks and playgrounds, clean air and water, and public safety (Trounstein 2015). This generational lack of access for many communities, particularly people of color and lower income residents, has often resulted in poor life outcomes, including lower educational attainment, higher morbidity rates, and higher mortality rates (Chetty and Hendren 2018, Ananat 2011, Burch 2014, Cutler and Glaeser 1997, Sampson 2012, Sharkey 2013).

1.3 Segregation Patterns in the Bay Area

Across the San Francisco Bay Area, white residents and above moderate-income residents are significantly more segregated from other racial and income groups (see Appendix 2). The highest levels of racial segregation occur between the Black and white populations. The analysis completed for this report indicates that the amount of racial segregation both *within* Bay Area cities and *across* jurisdictions in the region has decreased since the year 2000. This finding is consistent with recent research from the **Othering and Belonging Institute at UC Berkeley, which concluded that “[a]lthough 7**

of the 9 Bay Area counties were more segregated in 2020 than they were in either 1980 or 1990, racial residential segregation in the region appears to have peaked around the year 2000 and has generally **declined since.**⁴ However, compared to cities in other parts of California, Bay Area jurisdictions have more neighborhood level segregation between residents from different racial groups. Additionally, there is also more racial segregation *between* Bay Area cities compared to other regions in the state.

1.4 Segregation and Land Use

It is difficult to address segregation patterns without an analysis of both historical and existing land use policies that impact segregation patterns. Land use regulations influence what kind of housing is built in a city or neighborhood (Lens and Monkkonen 2016, Pendall 2000). These land use regulations in turn impact demographics: they can be used to affect the number of houses in a community, the number of people who live in the community, the wealth of the people who live in the community, and where within the community they reside (Trounstine 2018). Given disparities in wealth by race and ethnicity, the ability to afford housing in different neighborhoods, as influenced by land use regulations, is highly differentiated across racial and ethnic groups (Bayer, McMillan, and Reuben 2004).⁵ ABAG/MTC plans to issue a separate report detailing the existing land use policies that influence segregation patterns in the Bay Area.

⁴ For more information, see <https://belonging.berkeley.edu/most-segregated-cities-bay-area-2020>.

⁵ Using a household-weighted median of Bay Area county median household incomes, regional values were \$61,050 for Black residents, \$122,174 for Asian/Pacific Islander residents, \$121,794 for white residents, and \$76,306 for Latinx residents. For the source data, see U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B19013B, Table B19013D, B19013H, and B19013I.



Definition of Terms - Geographies

Neighborhood: In this report, “neighborhoods” are approximated by tracts.⁶ Tracts are statistical geographic units defined by the U.S. Census Bureau for the purposes of disseminating data. In the Bay Area, tracts contain on average 4,500 residents. Nearly all Bay Area jurisdictions contain at least two census tracts, with larger jurisdictions containing dozens of tracts.

Jurisdiction: Jurisdiction is used to refer to the 109 cities, towns, and unincorporated county areas that are members of ABAG. Though not all ABAG jurisdictions are cities, this report also uses the term “city” interchangeably with “jurisdiction” in some places.

Region: The region is the nine-county San Francisco Bay Area, which is comprised of Alameda County, Contra Costa County, Marin County, Napa County, San Francisco County, San Mateo County, Santa Clara County, Solano County, and Sonoma County.

⁶ Throughout this report, neighborhood level segregation measures are calculated using census tract data. However, the racial dot maps in Figure 1 and Figure 5 use data from census blocks, while the income group dot maps in Figure 8 and Figure 12 use data from census block groups. These maps use data derived from a smaller geographic scale to better show spatial differences in where different groups live. Census block groups are subdivisions of census tracts, and census blocks are subdivisions of block groups. In the Bay Area, block groups contain on average 1,500 people, while census blocks contain on average 95 people.



2 RACIAL SEGREGATION IN TOWN OF COLMA

Definition of Terms - Racial/Ethnic Groups

The U.S. Census Bureau classifies racial groups (e.g. white or Black/African American) separately from Hispanic/Latino ethnicity.⁷ This report combines U.S. Census Bureau definitions for race and ethnicity into the following racial groups:

White: Non-Hispanic white

Latinx: Hispanic or Latino of any race⁸

Black: Non-Hispanic Black/African American

Asian/Pacific Islander: Non-Hispanic Asian or Non-Hispanic Pacific Islander

People of Color: All who are not non-Hispanic white (including people who identify as “some other race” or “two or more races”)⁹

2.1 Neighborhood Level Racial Segregation (*within* Town of Colma)

Racial dot maps are useful for visualizing how multiple racial groups are distributed within a specific geography. The racial dot map of Colma in Figure 1 below offers a visual representation of the spatial distribution of racial groups within the jurisdiction. Generally, when the distribution of dots does not suggest patterns or clustering, segregation measures tend to be lower. Conversely, when clusters of certain groups are apparent on a racial dot map, segregation measures may be higher.

⁷ More information about the Census Bureau’s definitions of racial groups is available here:

<https://www.census.gov/topics/population/race/about.html>.

⁸ The term Hispanic has historically been used to describe people from numerous Central American, South American, and Caribbean countries. In recent years, the term Latino or Latinx has become preferred. This report generally uses Latinx to refer to this racial/ethnic group.

⁹ Given the uncertainty in the data for population size estimates for racial and ethnic groups not included in the Latinx, Black, or Asian/Pacific Islander categories, this report only analyzes these racial groups in the aggregate People of Color category.



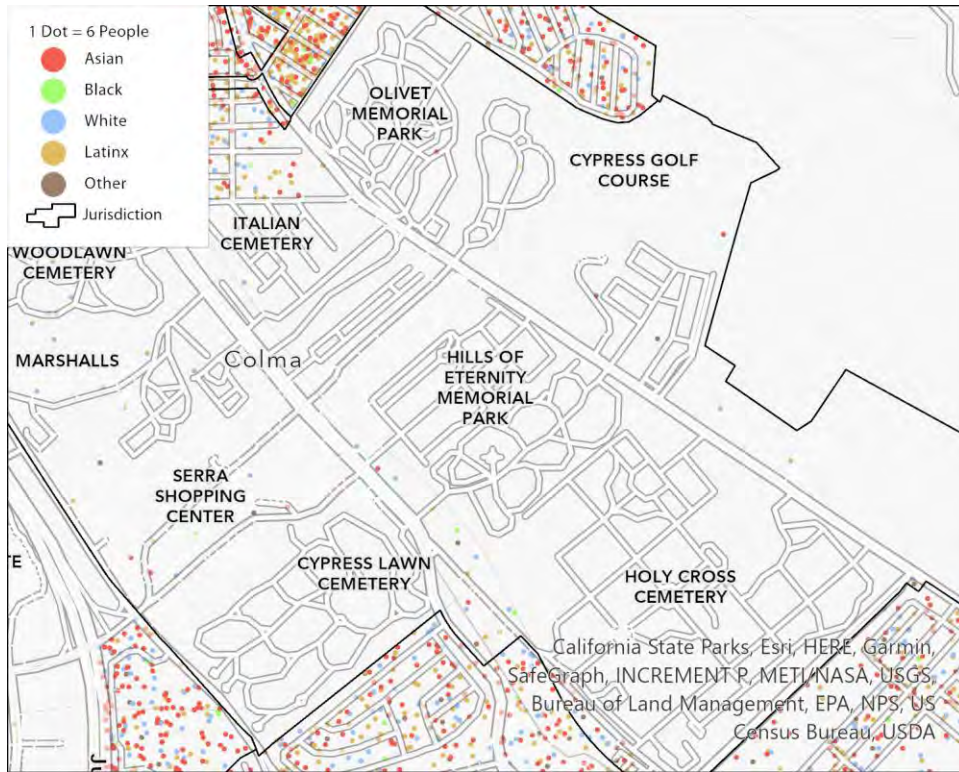


Figure 1: Racial Dot Map of Colma (2020)

Universe: Population. Source: U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

Note: The plot shows the racial distribution at the census block level for Town of Colma and vicinity. Dots in each census block are randomly placed and should not be construed as actual placement of people.

There are many ways to quantitatively measure segregation. Each measure captures a different aspect of the ways in which groups are divided within a community. One way to measure segregation is by using an isolation index:

- The isolation index compares each neighborhood's composition to the jurisdiction's demographics as a whole.
- This index ranges from 0 to 1. Higher values indicate that a particular group is more isolated from other groups.
- Isolation indices indicate the potential for contact between different groups. The index can be interpreted as the experience of the average member of that group. For example, if the isolation index is .65 for Latinx residents in a city, then the average Latinx resident in that city lives in a neighborhood that is 65% Latinx.

Within Town of Colma the most **isolated racial group is Latinx residents**. Colma's isolation index of 0.412 for Latinx residents means that the average Latinx resident lives in a neighborhood that is 41.2% Latinx. Other racial groups are less isolated, meaning they may be more likely to encounter other racial groups in their neighborhoods. The isolation index values for all racial groups in Colma for the years 2000, 2010, and 2020 can be found in Table 1 below. Among all racial groups in this jurisdiction, **the white population's isolation index has changed the most over time, becoming less segregated from other racial groups between 2000 and 2020.**

The “Bay Area Average” column in this table provides the average isolation index value across Bay Area jurisdictions for different racial groups in 2020.¹⁰ The data in this column can be used as a comparison to provide context for the levels of segregation experienced by racial groups in this jurisdiction. For example, Table 1 indicates the average isolation index value for white residents across all Bay Area jurisdictions is 0.491, meaning that in the average Bay Area jurisdiction a white resident lives in a neighborhood that is 49.1% white.

Table 1: Racial Isolation Index Values for Segregation within Colma

Race	Colma			Bay Area Average
	2000	2010	2020	2020
Asian/Pacific Islander	0.227	0.347	0.302	0.245
Black/African American	0.024	0.024	0.036	0.053
Latinx	0.349	0.345	0.412	0.251
White	0.403	0.257	0.207	0.491

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Figure 2 below shows how racial isolation index values in Colma compare to values in other Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each racial group, the spread of dots represents the range of isolation index values among Bay Area jurisdictions. Additionally, the black line within each racial group notes the isolation index value for that group in Town of Colma, and each dashed red line represents the Bay Area average for the isolation index for that group. Local staff can use this chart to contextualize how segregation levels for racial groups in their jurisdiction compare to other jurisdictions in the region.

¹⁰ This average only includes the 104 jurisdictions that have more than one census tract, which is true for all comparisons of Bay Area jurisdictions’ segregation measures in this report. The segregation measures in this report are calculated by comparing the demographics of a jurisdiction’s census tracts to the jurisdiction’s demographics, and such calculations cannot be made for the five jurisdictions with only one census tract (Brisbane, Calistoga, Portola Valley, Rio Vista, and Yountville).

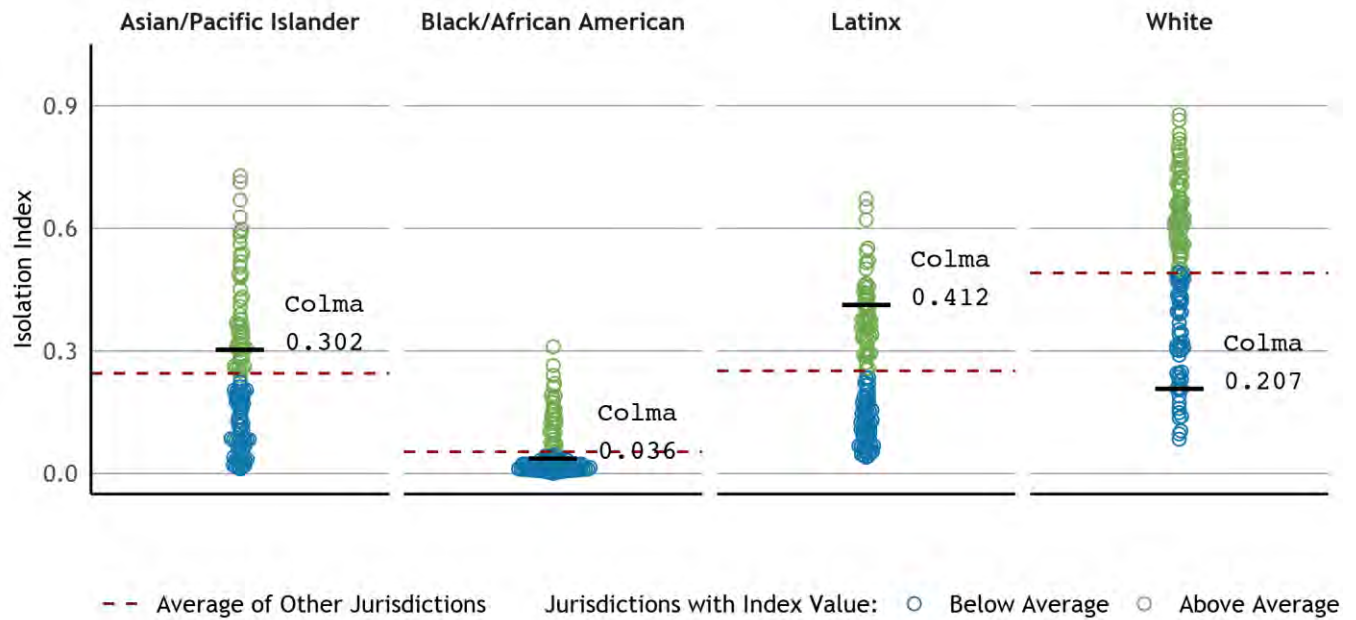


Figure 2: Racial Isolation Index Values for Colma Compared to Other Bay Area Jurisdictions (2020)

Universe: Bay Area Jurisdictions.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

Another way to measure segregation is by using a dissimilarity index:

- This index measures how evenly any two groups are distributed across neighborhoods relative to their representation in a city overall. The dissimilarity index at the jurisdiction level can be interpreted as the share of one group that would have to move neighborhoods to create perfect integration for these two groups.
- The dissimilarity index ranges from 0 to 1. Higher values indicate that groups are more unevenly distributed (e.g. they tend to live in different neighborhoods).

Dissimilarity Index Guidance for Cities with Small Racial Group Populations

The analysis conducted for this report suggests that dissimilarity index values are unreliable for a population group if that group represents approximately less than 5% of the jurisdiction's total population.

HCD's AFFH guidance requires the Housing Element to include the dissimilarity index values for racial groups, but also offers flexibility in emphasizing the importance of various measures. ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction's population (see Table 4), jurisdiction staff use the isolation index or Thiel's H-Index to gain a more accurate understanding of their jurisdiction's neighborhood-level segregation patterns (*intra-city segregation*).

If a jurisdiction has a very small population of a racial group, this indicates that segregation between the jurisdiction and the region (*inter-city segregation*) is likely to be an important feature of the jurisdiction's segregation patterns.

In Town of Colma, the Black/African American group is 3.3 percent of the population - so staff should be aware of this small population size when evaluating dissimilarity index values involving this group.

Table 2 below provides the dissimilarity index values indicating the level of segregation in Colma between white residents and residents who are Black, Latinx, or Asian/Pacific Islander. The table also provides the dissimilarity index between white residents and all residents of color in the jurisdiction, and all dissimilarity index values are shown across three time periods (2000, 2010, and 2020).

In Colma the highest segregation is between Asian and white residents (see Table 2). **Colma's Asian /white** dissimilarity index of 0.079 means that 7.9% of Asian (or white) residents would need to move to a different neighborhood to create perfect integration between Asian residents and white residents.

The **"Bay Area Average"** column in this table provides the average dissimilarity index values for these racial group pairings across Bay Area jurisdictions in 2020. The data in this column can be used as a comparison to provide context for the levels of segregation between communities of color are from white residents in this jurisdiction.

For example, Table 2 indicates that the average Latinx/white dissimilarity index for a Bay Area jurisdiction is 0.207, so on average 20.7% of Latinx (or white residents) in a Bay Area jurisdiction would need to move to a different neighborhood within the jurisdiction to create perfect integration between Latinx and white residents in that jurisdiction.

Table 2: Racial Dissimilarity Index Values for Segregation within Colma

Race	Colma			Bay Area Average
	2000	2010	2020	2020
Asian/Pacific Islander vs. White	0.172	0.074	0.079	0.185
Black/African American vs. White	0.170*	0.059*	0.055*	0.244
Latinx vs. White	0.092	0.065	0.040	0.207
People of Color vs. White	0.120	0.067	0.045	0.168

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Note: If a number is marked with an asterisk (*), it indicates that the index is based on a racial group making up less than 5 percent of the jurisdiction population, leading to unreliable numbers.

Figure 3 below shows how dissimilarity index values in Town of Colma compare to values in other Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each racial group pairing, the spread of dots represents the range of dissimilarity index values among Bay Area jurisdictions. Additionally, the black line within each racial group pairing notes the dissimilarity index value in Colma, and each dashed red line represents the Bay Area average for the dissimilarity index for that pairing. Similar to Figure 2, local staff can use this chart to contextualize how segregation levels between white residents and communities of color in their jurisdiction compare to the rest of the region. However, staff should be mindful of whether a racial group in their jurisdiction has a small population (approximately less than 5% of the jurisdiction’s population), as the dissimilarity index value is less reliable for small populations.

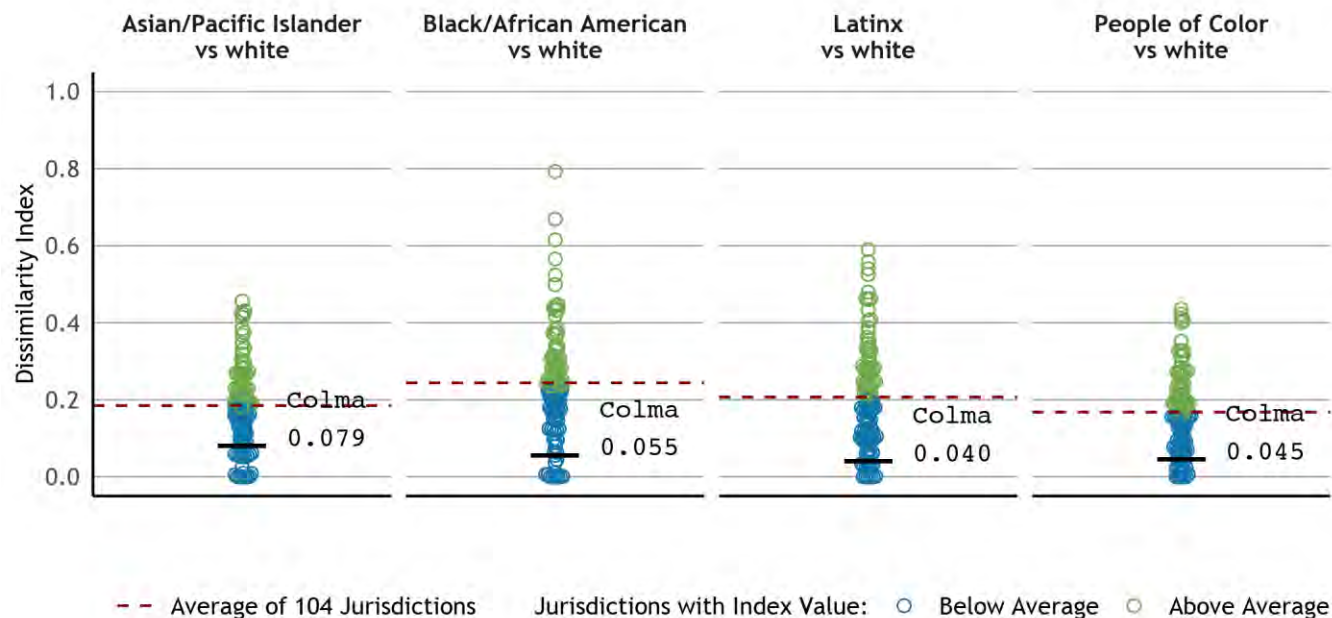


Figure 3: Racial Dissimilarity Index Values for Colma Compared to Other Bay Area Jurisdictions (2020)

Universe: Bay Area Jurisdictions.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

Note: The analysis conducted for this report suggests that dissimilarity index values are unreliable for a population group if that group represents approximately less than 5% of the jurisdiction's total population. ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction's population (see Table 4), jurisdiction staff could focus on the isolation index or Thiel's H-Index to gain a more accurate understanding of neighborhood-level racial segregation in their jurisdiction.

The **Theil's H Index** can be used to measure segregation between all groups within a jurisdiction:

- This index measures how diverse each neighborhood is compared to the diversity of the whole city. Neighborhoods are weighted by their size, so that larger neighborhoods play a more significant role in determining the total measure of segregation.
- **The index ranges from 0 to 1. A Theil's H Index value of 0 would mean all neighborhoods within a city have the same demographics as the whole city. A value of 1 would mean each group lives exclusively in their own, separate neighborhood.**
- For jurisdictions with a high degree of diversity (multiple racial groups comprise more than 10% of the population), **Theil's H offers the clearest summary of overall segregation.**

The **Theil's H Index** values for neighborhood racial segregation in Colma for the years 2000, 2010, and 2020 can be found in Table 3 below. The "Bay Area Average" column in the table provides the average **Theil's H Index** across Bay Area jurisdictions in 2020. Between 2010 and 2020, the **Theil's H Index** for racial segregation in Colma increased, suggesting that there is now more neighborhood level racial segregation within the jurisdiction. In 2020, the **Theil's H Index** for racial segregation in Colma was

lower than the average value for Bay Area jurisdictions, indicating that neighborhood level racial segregation in Colma is less than in the average Bay Area city.

Table 3: Theil’s H Index Values for Racial Segregation within Colma

Index	Colma			Bay Area Average
	2000	2010	2020	2020
Theil's H Multi-racial	0.018	0.005	0.009	0.042

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Figure 4 below shows how Theil’s H index values for racial segregation in Colma compare to values in other Bay Area jurisdictions in 2020. In this chart, each dot represents a Bay Area jurisdiction. Additionally, the black line notes the Theil’s H index value for neighborhood racial segregation in Colma, and the dashed red line represents the average Theil’s H index value across Bay Area jurisdictions. Local staff can use this chart to compare how neighborhood racial segregation levels in their jurisdiction compare to other jurisdictions in the region.

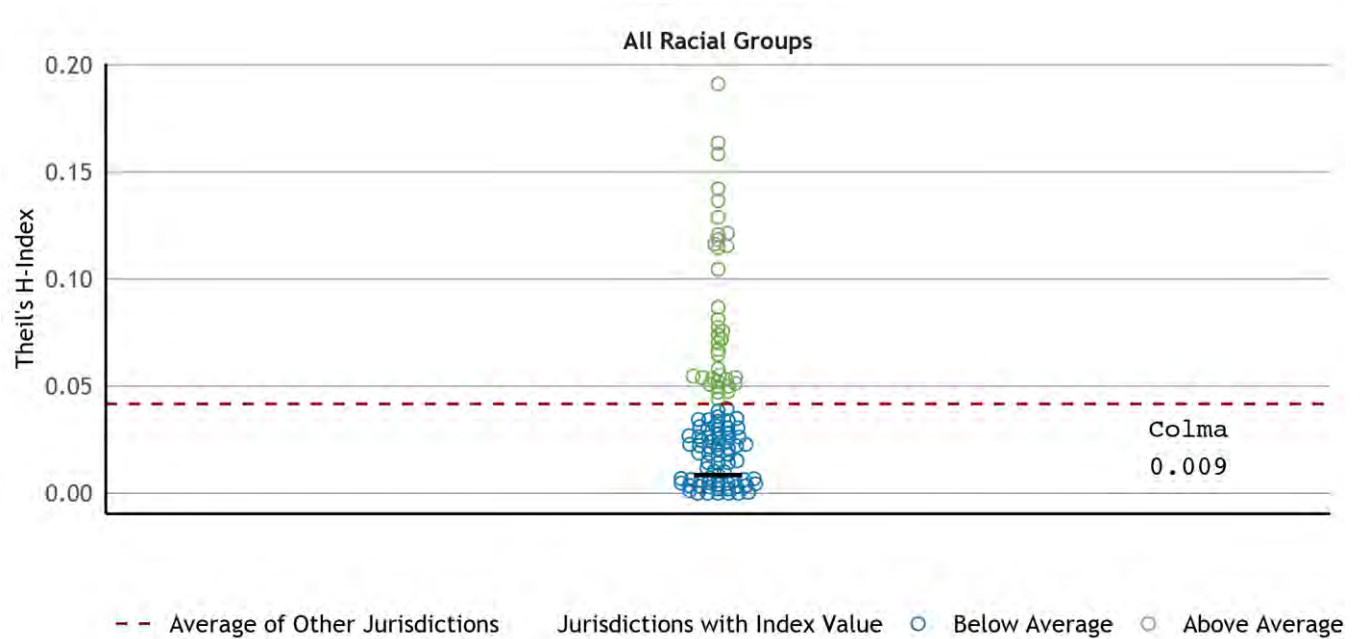


Figure 4: Theil’s H Index Values for Racial Segregation in Colma Compared to Other Bay Area Jurisdictions (2020)

Universe: Bay Area Jurisdictions.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

2.2 Regional Racial Segregation (*between Colma and other jurisdictions*)

At the regional level, segregation is measured between *cities* instead of between *neighborhoods*. Racial dot maps are not only useful for examining neighborhood racial segregation within a jurisdiction, but these maps can also be used to explore the racial demographic differences between different jurisdictions in the region. Figure 5 below presents a racial dot map showing the spatial distribution of racial groups in Colma as well as in nearby Bay Area cities.

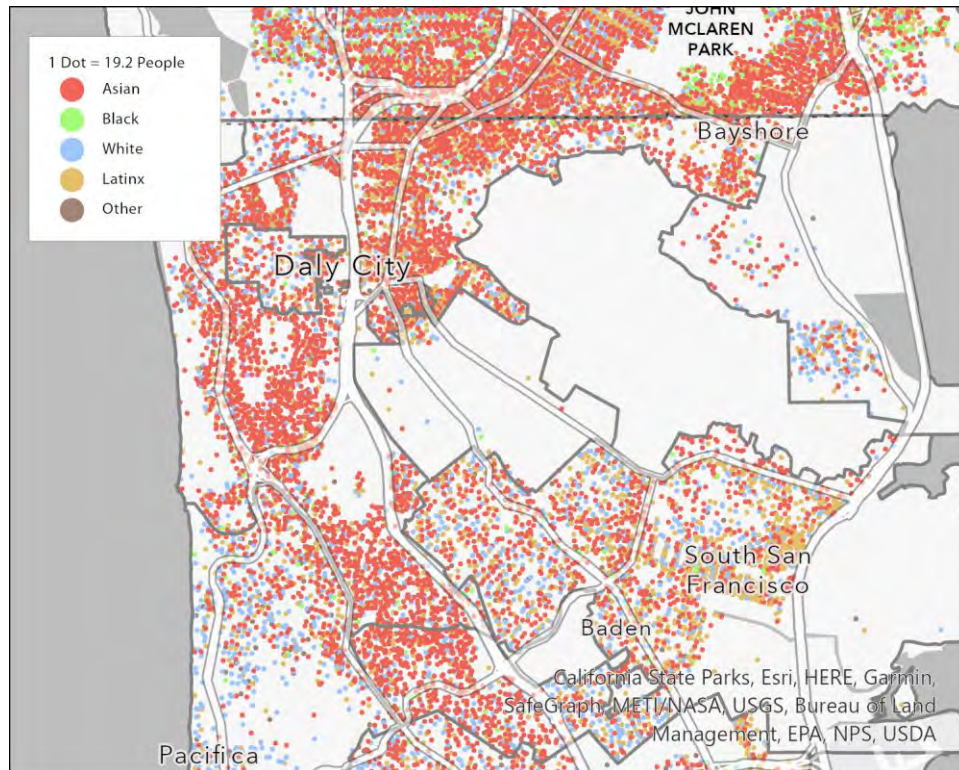


Figure 5: Racial Dot Map of Colma and Surrounding Areas (2020)

Universe: Population.

Source: U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

Note: The plot shows the racial distribution at the census block level for Town of Colma and vicinity. Dots in each census block are randomly placed and should not be construed as actual placement of people.

To understand how each city contributes to the total segregation of the Bay Area, one can look at the difference in the racial composition of a jurisdiction compared to the racial composition of the region as a whole. The racial demographics in Colma for the years 2000, 2010, and 2020 can be found in Table 4 below. The table also provides the racial composition of the nine-county Bay Area. As of 2020, Colma has a lower share of white residents than the Bay Area as a whole, a higher share of Latinx residents, a lower share of Black residents, and a higher share of Asian/Pacific Islander residents.

Table 4: Population by Racial Group, Colma and the Region

Race	Colma		Bay Area	
	2000	2010	2020	2020
Asian/Pacific Islander	23.5%	33.8%	29.5%	28.2%
Black/African American	0.9%	2.6%	3.3%	5.6%
Latinx	43.9%	39.5%	41.2%	24.4%
Other or Multiple Races	3.9%	4.1%	5.6%	5.9%
White	27.7%	20.1%	20.4%	35.8%

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Figure 6 below compares the racial demographics in Colma to those of all 109 Bay Area jurisdictions.¹¹ In this chart, each dot represents a Bay Area jurisdiction. For each racial group, the spread of dots **represents the range of that group’s representation among Bay Area** jurisdictions. Additionally, the black line within each racial group notes the percentage of the population of Town of Colma represented by that group and how that percentage ranks among all 109 jurisdictions. Local staff can use this chart to compare the representation of different racial groups in their jurisdiction to those **groups’ representation in other jurisdictions in the region, which can indicate the extent of segregation** between this jurisdiction and the region.

¹¹ While comparisons of segregation measures are made only using the 104 jurisdictions with more than one census tract, this comparison of jurisdiction level demographic data can be made using all 109 jurisdictions.

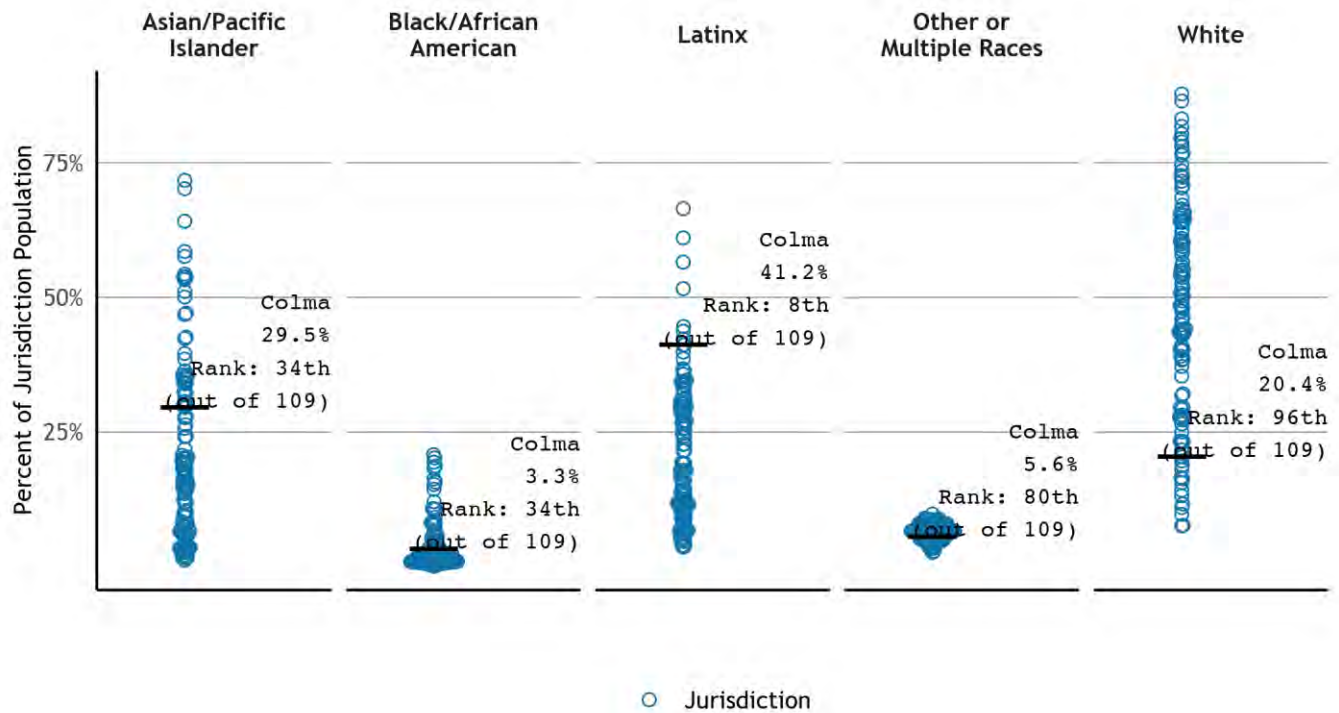


Figure 6: Racial Demographics of Colma Compared to All Bay Area Jurisdictions (2020)

Universe: Bay Area Jurisdictions.

Source U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

The map in Figure 7 below also illustrates regional racial segregation between Colma and other jurisdictions. This map demonstrates how the percentage of people of color in Colma and surrounding jurisdictions compares to the Bay Area as a whole:

- Jurisdictions shaded orange have a share of people of color that is less than the Bay Area as a whole, and the degree of difference is greater than five percentage points.
- Jurisdictions shaded white have a share of people of color comparable to the regional percentage of people of color (within five percentage points).
- Jurisdictions shaded grey have a share of people of color that is more than five percentage points greater than the regional percentage of people of color.

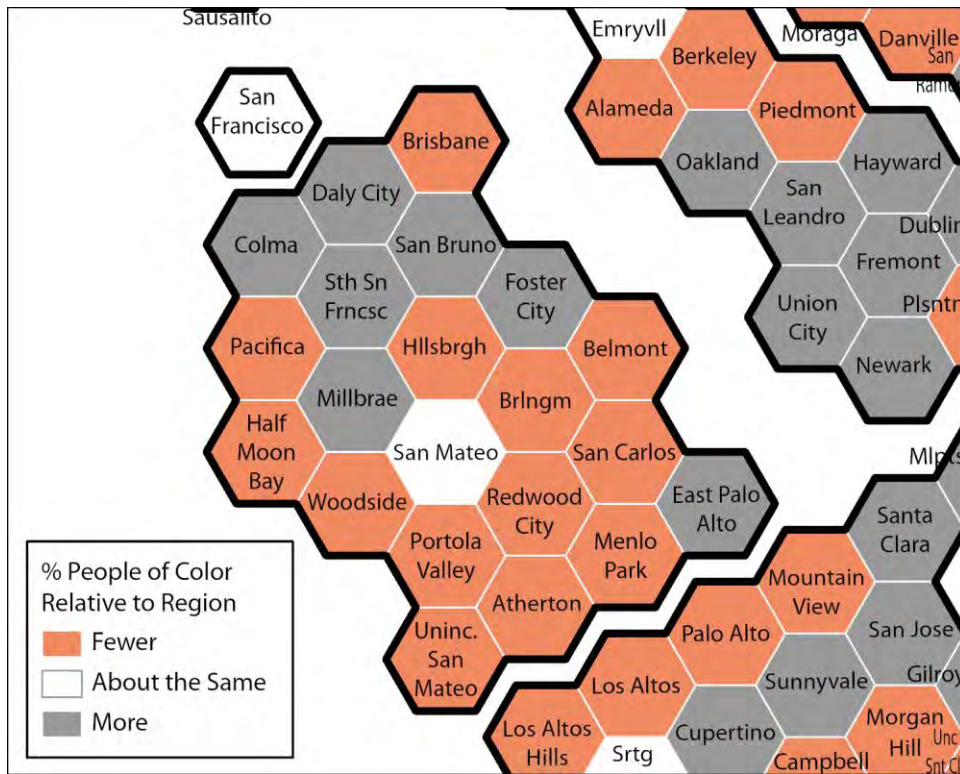


Figure 7: Comparing the Share of People of Color in Colma and Vicinity to the Bay Area (2020)

Universe: Population.

Source: U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

Note: People of color refer to persons not identifying as non-Hispanic white. The nine-county Bay Area is the reference region for this map.

Segregation between jurisdictions in the region can also be analyzed by calculating regional values for the segregation indices discussed previously. Table 5 presents dissimilarity index, isolation index, and **Theil’s H index values for racial segregation for the entire nine-county Bay Area** in 2010 and 2020. In the previous section of this report focused on neighborhood level racial segregation, these indices were calculated by comparing the racial demographics of the census tracts within a jurisdiction to the demographics of the jurisdiction as a whole. In Table 5, these measures are calculated by comparing **the racial demographics of local jurisdictions to the region’s racial makeup**. For example, looking at the 2020 data, Table 5 shows the white isolation index value for the region is 0.429, meaning that on average white Bay Area residents live in a jurisdiction that is 42.9% white in 2020. An example of regional dissimilarity index values in Table 5 is the Black/white dissimilarity index value of 0.459, which means that across the region 45.9% of Black (or white) residents would need to move to a different jurisdiction to evenly distribute Black and white residents across Bay Area jurisdictions. The dissimilarity index values in Table 5 **reflect recommendations made in HCD’s AFFH guidance for calculating dissimilarity at the region level.**¹² **The regional value for the Theil’s H index measures how**

¹² For more information on HCD’s recommendations regarding data considerations for analyzing integration and segregation patterns, see page 31 of the AFFH Guidance Memo.

diverse each Bay Area jurisdiction is compared to **the racial diversity of the whole region**. A Theil's H Index value of 0 would mean all *jurisdictions* within the Bay Area have the same racial demographics as the entire region, while a value of 1 would mean each racial group lives exclusively in their own **separate jurisdiction**. The regional Theil's H index value for racial segregation decreased slightly between 2010 and 2020, meaning that racial groups in the Bay Area are now slightly less separated by the borders between jurisdictions.

Table 5: Regional Racial Segregation Measures

Index	Group	2010	2020
Isolation Index Regional Level	Asian/Pacific Islander	0.317	0.378
	Black/African American	0.144	0.118
	Latinx	0.283	0.291
	White	0.496	0.429
	People of Color	0.629	0.682
Dissimilarity Index Regional Level	Asian/Pacific Islander vs. White	0.384	0.369
	Black/African American vs. White	0.475	0.459
	Latinx vs. White	0.301	0.297
	People of Color vs. White	0.296	0.293
Theil's H Multi-racial	All Racial Groups	0.103	0.097

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, 2010 Census of Population and Housing, Table P4.

3 INCOME SEGREGATION IN TOWN OF COLMA

Definition of Terms - Income Groups

When analyzing segregation by income, this report uses income group designations consistent with the Regional Housing Needs Allocation and the Housing Element:

Very low-income: individuals earning less than 50% of Area Median Income (AMI)

Low-income: individuals earning 50%-80% of AMI

Moderate-income: individuals earning 80%-120% of AMI

Above moderate-income: individuals earning 120% or more of AMI

Additionally, this report uses the term “lower-income” to refer to all people who earn less than 80% of AMI, which includes both low-income and very low-income individuals.

The income groups described above are based on U.S. Department of Housing and Urban Development (HUD) calculations for AMI. HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County).

The income categories used in this report are based on the AMI for the HUD metro area where this jurisdiction is located.

3.1 Neighborhood Level Income Segregation (*within* Colma)

Income segregation can be measured using similar indices as racial segregation. Income dot maps, similar to the racial dot maps shown in Figures 1 and 5, are useful for visualizing segregation between multiple income groups at the same time. The income dot map of Colma in Figure 8 below offers a visual representation of the spatial distribution of income groups within the jurisdiction. As with the racial dot maps, when the dots show lack of a pattern or clustering, income segregation measures tend to be lower, and conversely, when clusters are apparent, the segregation measures may be higher as well.



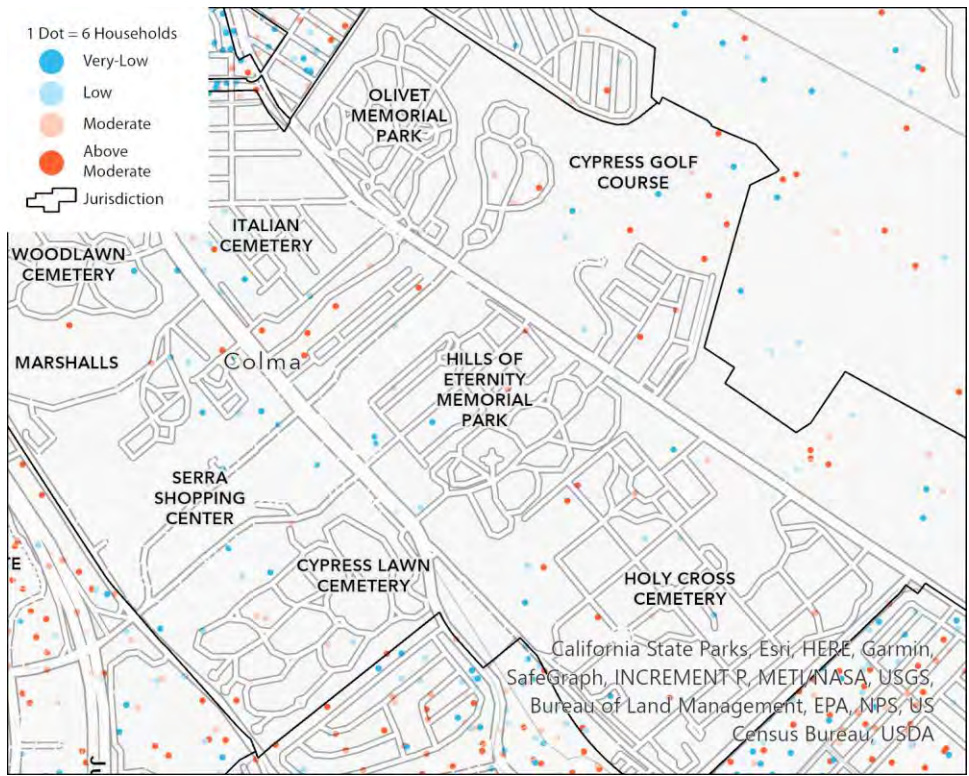


Figure 8: Income Dot Map of Colma (2015)

Universe: Population.
 Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.
 Note: The plot shows the income group distribution at the census block group level for Town of Colma and vicinity. Dots in each block group are randomly placed and should not be construed as actual placement of individuals.

The isolation index values for all income groups in Colma for the years 2010 and 2015 can be found in Table 6 below.¹³ Very Low-income residents are the most isolated income group in Colma. Colma’s isolation index of 0.416 for these residents means that the average Very Low-income resident in Colma lives in a neighborhood that is 41.6% Very Low-income. Among all income groups, the Very Low-income population’s isolation index has changed the most over time, becoming more segregated from other income groups between 2010 and 2015.

Similar to the tables presented earlier for neighborhood racial segregation, the “Bay Area Average” column in Table 6 provides the average isolation index value across Bay Area jurisdictions for different income groups in 2015. The data in this column can be used as a comparison to provide context for the levels of segregation experienced by income groups in this jurisdiction. For example, Table 6 indicates the average isolation index value for very low-income residents across Bay Area jurisdictions is 0.269,

¹³ This report presents data for income segregation for the years 2010 and 2015, which is different than the time periods used for racial segregation. This deviation stems from the [data source recommended for income segregation calculations](#) in HCD’s AFFH Guidelines. This data source most recently updated with data from the 2011-2015 American Community Survey 5-year estimates. For more information on HCD’s recommendations for calculating income segregation, see [page 32 of HCD’s AFFH Guidelines](#).

meaning that in the average Bay Area jurisdiction a very low-income resident lives in a neighborhood that is 26.9% very low-income.

Table 6: Income Group Isolation Index Values for Segregation within Colma

Income Group	Colma		Bay Area Average
	2010	2015	2015
Very Low-Income (<50% AMI)	0.265	0.416	0.269
Low-Income (50%-80% AMI)	0.240	0.302	0.145
Moderate-Income (80%-120% AMI)	0.299	0.150	0.183
Above Moderate-Income (>120% AMI)	0.228	0.160	0.507

Universe: Population.

Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Figure 9 below shows how income group isolation index values in Colma compare to values in other Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each income group, the spread of dots represents the range of isolation index values among Bay Area jurisdictions. Additionally, the black line within each income group notes the isolation index value for that group in Colma, and each dashed red line represents the Bay Area average for the isolation index for that group. Local staff can use this chart to contextualize how segregation levels for income groups in their jurisdiction compare to the rest of the region.

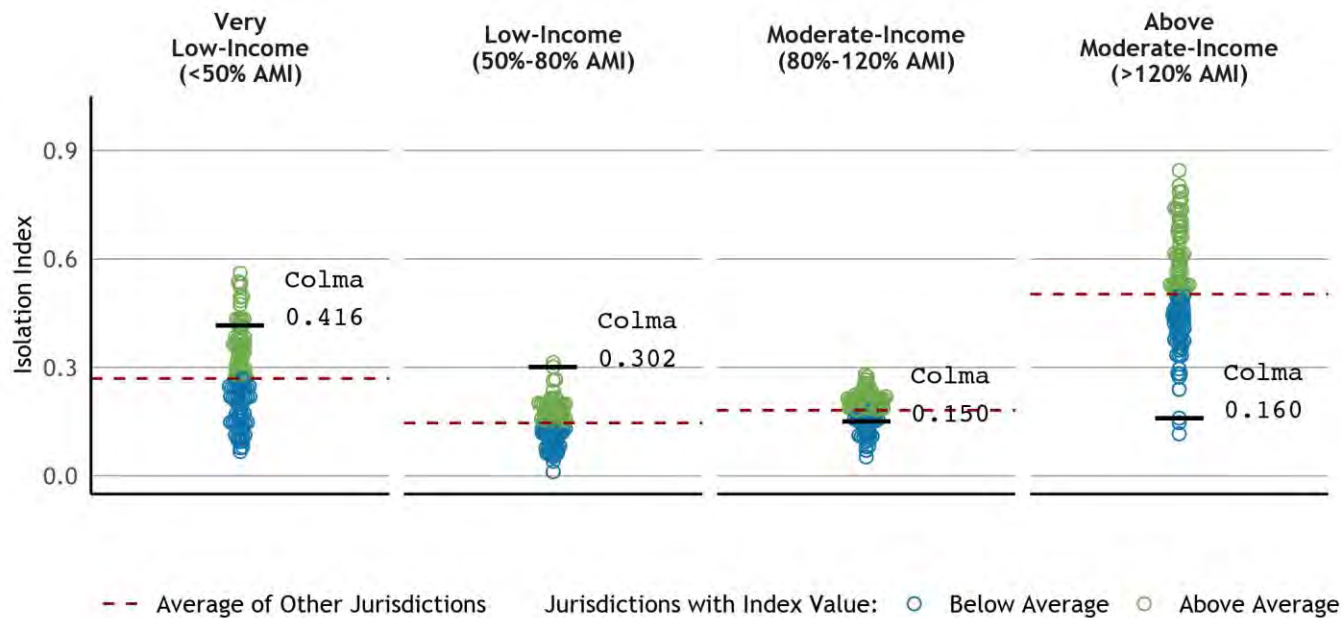


Figure 9: Income Group Isolation Index Values for Colma Compared to Other Bay Area Jurisdictions (2015)

Universe: Bay Area Jurisdictions.

Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

Table 7 below provides the dissimilarity index values indicating the level of segregation in Colma between residents who are lower-income (earning less than 80% of AMI) and those who are not lower-income (earning above 80% of AMI). This data aligns with the requirements described in HCD’s AFFH Guidance Memo for identifying dissimilarity for lower-income households.¹⁴ Segregation in Colma between lower-income residents and residents who are not lower-income decreased between 2010 and 2015. Additionally, Table 7 shows dissimilarity index values for the level of segregation in Albany between residents who are very low-income (earning less than 50% of AMI) and those who are above moderate-income (earning above 120% of AMI). This supplementary data point provides additional nuance to an analysis of income segregation, as this index value indicates the extent to which a jurisdiction’s lowest and highest income residents live in separate neighborhoods.

Similar to other tables in this report, the “Bay Area Average” column shows the average dissimilarity index values for these income group pairings across Bay Area jurisdictions in 2015. For example, Table 7 indicates that the average dissimilarity index between lower-income residents and other residents in a Bay Area jurisdiction is 0.198, so on average 19.8% of lower-income residents in a Bay Area jurisdiction would need to move to a different neighborhood within the jurisdiction to create perfect income group integration in that jurisdiction.

¹⁴ For more information, see page 32 of HCD’s AFFH Guidance Memo.

In 2015, the income segregation in Colma between lower-income residents and other residents was lower than the average value for Bay Area jurisdictions (See Table 7). This means that the lower-income residents are less segregated from other residents within Colma compared to other Jurisdictions in the region.

Table 7: Income Group Dissimilarity Index Values for Segregation within Colma

Income Group	Colma		Bay Area Average
	2010	2015	2015
Below 80% AMI vs. Above 80% AMI	0.108	0.001	0.198
Below 50% AMI vs. Above 120% AMI	0.000	0.097	0.253

Universe: Population.

Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Figure 10 below shows how dissimilarity index values for income segregation in Colma compare to values in other Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each income group pairing, the spread of dots represents the range of dissimilarity index values among Bay Area jurisdictions. Additionally, the black line within each income group pairing notes the dissimilarity index value in Colma, and each dashed red line represents the Bay Area average for the dissimilarity index for that pairing. Local staff can use this chart to contextualize how segregation levels between lower-income residents and wealthier residents in their jurisdiction compared to the rest of the region.

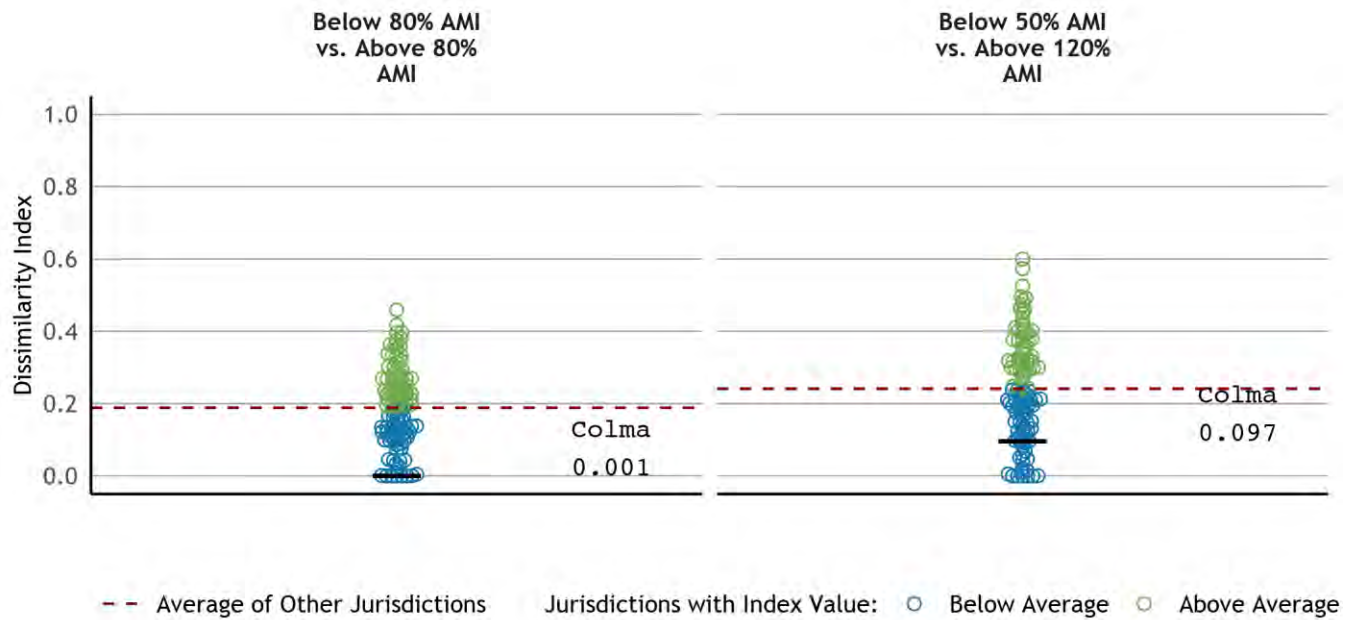


Figure 10: Income Group Dissimilarity Index Values for Colma Compared to Other Bay Area Jurisdictions (2015)

Universe: Bay Area Jurisdictions.

Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

The Theil’s H Index values for neighborhood income group segregation in Colma for the years 2010 and 2015 can be found in Table 8 below. The “Bay Area Average” column in this table provides the average Theil’s H Index value across Bay Area jurisdictions for different income groups in 2015. By 2015, the Theil’s H Index value for income segregation in Colma was about the same amount as it had been in 2010. In 2015, the Theil’s H Index value for income group segregation in Colma was lower than the average value for Bay Area jurisdictions, indicating there is less neighborhood level income segregation in Colma than in the average Bay Area city.

Table 8: Theil’s H Index Values for Income Segregation within Colma

	Colma		Bay Area Average
Index	2010	2015	2015
Theil's H Multi-income	0.012	0.012	0.043

Universe: Population.

Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Figure 11 below shows how Theil's H index values for income group segregation in Colma compare to values in other Bay Area jurisdictions in 2015. In this chart, each dot represents a Bay Area jurisdiction. Additionally, the black line notes the Theil's H index value for income group segregation in Colma, and the dashed red line represents the average Theil's H index value across Bay Area jurisdictions. Local staff can use this chart to compare how neighborhood income group segregation levels in their jurisdiction compare to other jurisdictions in the region.

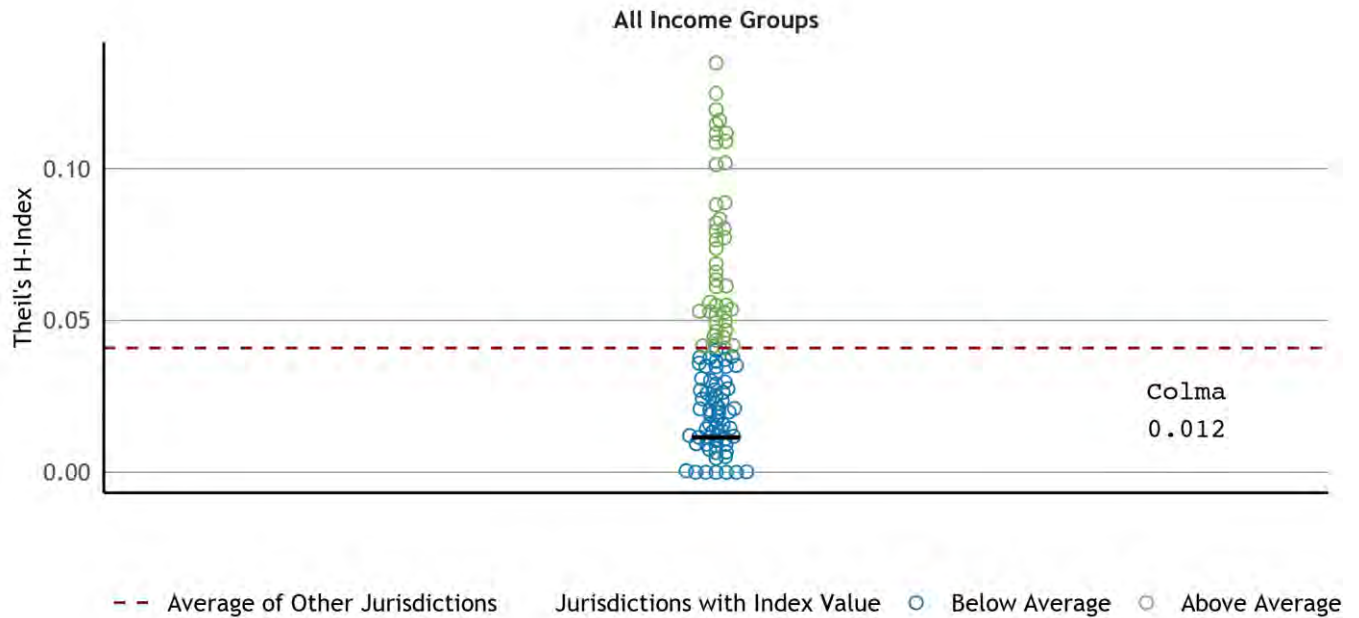


Figure 11: Income Group Theil's H Index Values for Colma Compared to Other Bay Area Jurisdictions (2015)

Universe: Bay Area Jurisdictions.

Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

3.2 Regional Income Segregation (*between* Colma and other jurisdictions)

At the regional level, segregation is measured between jurisdictions instead of between neighborhoods. Income dot maps are not only useful for examining neighborhood income segregation within a jurisdiction, but these maps can also be used to explore income demographic differences between jurisdictions in the region. Figure 12 below presents an income dot map showing the spatial distribution of income groups in Colma as well as in nearby Bay Area jurisdictions.

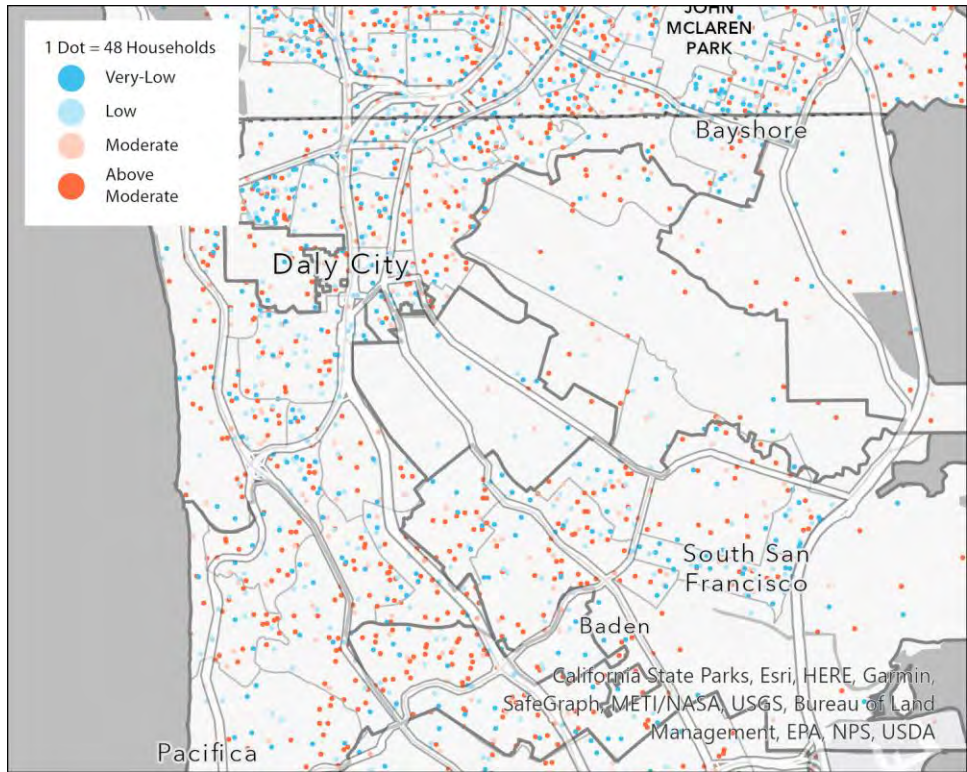


Figure 12: Income Dot Map of Colma and Surrounding Areas (2015)

Universe: Population.
 Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.
 Note: The plot shows the income group distribution at the census block group level for Town of Colma and vicinity. Dots in each block group are randomly placed and should not be construed as actual placement of individuals.

When looking at income segregation between jurisdictions in the Bay Area, one can examine how Colma differs from the region. The income demographics in Colma for the years 2010 and 2015 can be found in Table 9 below. The table also provides the income composition of the nine-county Bay Area in 2015. As of that year, Colma had a higher share of very low-income residents than the Bay Area as a whole, a higher share of low-income residents, a lower share of moderate-income residents, and a lower share of above moderate-income residents.

Table 9: Population by Income Group, Colma and the Region

Income Group	Colma		Bay Area
	2010	2015	2015
Very Low-Income (<50% AMI)	20.85%	37.26%	28.7%
Low-Income (50%-80% AMI)	28.23%	20.38%	14.3%
Moderate-Income (80%-120% AMI)	26.94%	13.38%	17.6%
Above Moderate-Income (>120% AMI)	23.98%	28.98%	39.4%

Universe: Population.

Source: Data for 2015 is from Housing U.S. Department of and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Figure 13 below compares the income demographics in Colma to other Bay Area jurisdictions.¹⁵ Like the chart in Figure 3, each dot represents a Bay Area jurisdiction. For each income group, the spread of dots represents the range of that group's representation among Bay Area jurisdictions. The smallest range is among jurisdictions' moderate-income populations, while Bay Area jurisdictions vary the most in the share of their population that is above moderate-income. Additionally, the black lines within each income group note the percentage of Colma population represented by that group and how that percentage ranks among other jurisdictions. Local staff can use this chart to compare the representation of different income groups in their jurisdiction to those groups' representation in other jurisdictions in the region, which can indicate the extent of segregation between this jurisdiction and the region.

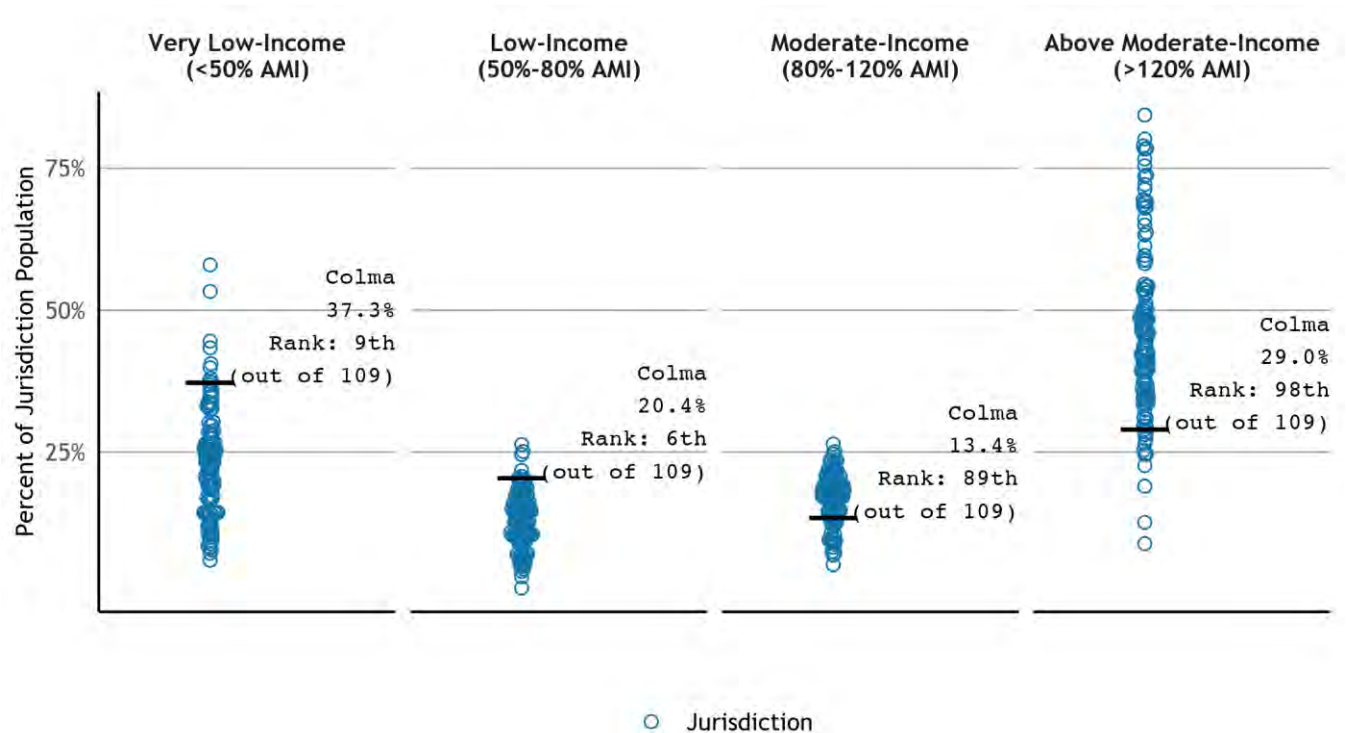


Figure 13: Income Demographics of Colma Compared to Other Bay Area Jurisdictions (2015)

Universe: Bay Area Jurisdictions.

Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

¹⁵ While comparisons of segregation measures are made only using the 104 jurisdictions with more than one census tract, this comparison of jurisdiction level demographic data can be made using all 109 jurisdictions.

Income segregation between jurisdictions in the region can also be analyzed by calculating regional values for the segregation indices discussed previously. Similar to the regional racial segregation measures shown in Table 5, Table 10 **presents dissimilarity index, isolation index, and Theil’s H index** values for income segregation for the entire nine-county Bay Area in 2010 and 2015. In the previous section of this report focused on neighborhood level income segregation, segregation indices were calculated by comparing the income demographics of the census tracts within a jurisdiction to the demographics of the jurisdiction as a whole. In Table 10, these measures are calculated by comparing **the income demographics of local jurisdictions to the region’s income group makeup. For example,** looking at 2015 data, Table 10 shows the regional isolation index value for very low-income residents is 0.315 for 2015, meaning that on average very low-income Bay Area residents live in a jurisdiction that is 31.5% very low-income. The regional dissimilarity index for lower-income residents and other residents is 0.194 in 2015, which means that across the region 19.4% of lower-income residents would need to move to a different jurisdiction to create perfect income group integration in the Bay Area as a **whole. The regional value for the Theil’s H index measures how diverse each Bay Area jurisdiction is compared to the income group diversity of the whole region. A Theil’s H Index value of 0 would mean** all jurisdictions within the Bay Area have the same income demographics as the entire region, while a value of 1 would mean each income group lives exclusively in their own separate jurisdiction. The **regional Theil’s H index value for income segregation decreased slightly between 2010 and 2015,** meaning that income groups in the Bay Area are now slightly less separated by the borders between jurisdictions.

Table 10: Regional Income Segregation Measures

Index	Group	2010	2015
Isolation Index Regional Level	Very Low-Income (<50% AMI)	0.277	0.315
	Low-Income (50%-80% AMI)	0.157	0.154
	Moderate-Income (80%-120% AMI)	0.185	0.180
	Above Moderate-Income (>120% AMI)	0.467	0.435
Dissimilarity Index Regional Level	Below 80% AMI vs. Above 80% AMI	0.186	0.194
	Below 50% AMI vs. Above 120% AMI	0.238	0.248
Theil's H Multi-income	All Income Groups	0.034	0.032

Universe: Population.

Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

4 APPENDIX 1: SUMMARY OF FINDINGS

4.1 Segregation in Town of Colma

- The isolation index measures the segregation of a single group, and the dissimilarity index measures segregation between two different groups. **The Theil's H-Index** can be used to measure segregation between all racial or income groups across the city at once.
- As of 2020, Latinx residents are the most segregated compared to other racial groups in Colma, as measured by the isolation index. Latinx residents live in neighborhoods where they are less likely to come into contact with other racial groups.
- **Among all racial groups, the white population's isolation index value has changed the most over time, becoming less segregated from other racial groups between 2000 and 2020.**
- According to the dissimilarity index, within Colma the highest level of racial segregation is between Asian and white residents.¹⁶
- **According to the Theil's H-Index**, neighborhood racial segregation in Colma increased between 2010 and 2020. Neighborhood income segregation stayed about the same between 2010 and 2015.
- Very Low-income residents are the most segregated compared to other income groups in Colma. Very Low-income residents live in neighborhoods where they are less likely to encounter residents of other income groups.
- Among all income groups, the Very Low-income population's segregation measure has changed the most over time, becoming more segregated from other income groups between 2010 and 2015.
- According to the dissimilarity index, segregation between lower-income residents and residents who are not lower-income has decreased between 2010 and 2015. In 2015, the income segregation in Colma between lower-income residents and other residents was lower than the average value for Bay Area jurisdictions.

4.2 Segregation Between Town of Colma and Other jurisdictions in the Bay Area Region

- Colma has a lower share of white residents than other jurisdictions in the Bay Area as a whole, a higher share of Latinx residents, a lower share of Black residents, and a higher share of Asian/Pacific Islander residents.

¹⁶ The analysis conducted for this report suggests that dissimilarity index values are unreliable for a population group if that group represents approximately less than 5% of the jurisdiction's total population. ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction's population (see Table 15 in Appendix 2), jurisdiction staff could focus on the isolation index or Thiel's H-Index to gain a more accurate understanding of neighborhood-level racial segregation in their jurisdiction.

- Regarding income groups, Colma has a higher share of very low-income residents than other jurisdictions in the Bay Area as a whole, a higher share of low-income residents, a lower share of moderate-income residents, and a lower share of above moderate-income residents.

5 APPENDIX 2: SEGREGATION DATA

Appendix 2 combines tabular data presented throughout this report into a more condensed format. This data compilation is intended to enable local jurisdiction staff and their consultants to easily reference this data and re-use the data in the Housing Element or other relevant documents/analyses.

Table 11 in this appendix combines data from Table 1, Table 2, and Table 3 in the body of the report. Table 12 in this appendix combines data from Table 6, Table 7, and Table 8 in the body of the report. Table 13 represents a duplication of Table 5 in the body of the report; Table 14 represents a duplication of Table 10 in the body of the report; Table 15 in this appendix represents a duplication of Table 4 in the body of the report, while Table 16 represents a duplication of Table 9 in the body of the report.

Table 11: Neighborhood Racial Segregation Levels in Colma

Index	Race	Colma			Bay Area Average
		2000	2010	2020	2020
Isolation	Asian/Pacific Islander	0.227	0.347	0.302	0.245
	Black/African American	0.024	0.024	0.036	0.053
	Latinx	0.349	0.345	0.412	0.251
	White	0.403	0.257	0.207	0.491
Dissimilarity	Asian/Pacific Islander vs. White	0.172	0.074	0.079	0.185
	Black/African American vs. White	0.170*	0.059*	0.055*	0.244
	Latinx vs. White	0.092	0.065	0.040	0.207
	People of Color vs. White	0.120	0.067	0.045	0.168
Theil's H Multi-racial	All	0.018	0.005	0.009	0.042

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, 2010 Census of Population and Housing, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Note: If a number is marked with an asterisk (*), it indicates that the index is based on a racial group making up less than 5 percent of the jurisdiction population, leading to unreliable numbers.

Table 12: Neighborhood Income Segregation Levels in Colma

Index	Income Group	Colma		Bay Area Average
		2010	2015	2015
Isolation	Very Low-Income (<50% AMI)	0.265	0.416	0.269
	Low-Income (50%-80% AMI)	0.240	0.302	0.145
	Moderate-Income (80%-120% AMI)	0.299	0.150	0.183
	Above Moderate-Income (>120% AMI)	0.228	0.160	0.507
Dissimilarity	Below 80% AMI vs. Above 80% AMI	0.108	0.001	0.198
	Below 50% AMI vs. Above 120% AMI	0.000	0.097	0.253
Theil's H Multi-racial	All	0.012	0.012	0.043

Universe: Population.

Source: Income data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Table 13: Regional Racial Segregation Measures

Index	Group	2010	2020
Isolation Index Regional Level	Asian/Pacific Islander	0.317	0.378
	Black/African American	0.144	0.118
	Latinx	0.283	0.291
	White	0.496	0.429
	People of Color	0.629	0.682
Dissimilarity Index Regional Level	Asian/Pacific Islander vs. White	0.384	0.369
	Black/African American vs. White	0.475	0.459
	Latinx vs. White	0.301	0.297
	People of Color vs. White	0.296	0.293
Theil's H Multi-racial	All Racial Groups	0.103	0.097

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, 2010 Census of Population and Housing, Table P4.

Table 14: Regional Income Segregation Measures

Index	Group	2010	2015
Isolation Index Regional Level	Very Low-Income (<50% AMI)	0.277	0.315
	Low-Income (50%-80% AMI)	0.157	0.154
	Moderate-Income (80%-120% AMI)	0.185	0.180
	Above Moderate-Income (>120% AMI)	0.467	0.435
Dissimilarity Index Regional Level	Below 80% AMI vs. Above 80% AMI	0.186	0.194
	Below 50% AMI vs. Above 120% AMI	0.238	0.248
Theil's H Multi-income	All Income Groups	0.034	0.032

Universe: Population.

Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Table 15: Population by Racial Group, Colma and the Region

Race	Colma		Bay Area	
	2000	2010	2020	2020
Asian/Pacific Islander	23.51%	33.76%	29.53%	35.8%
Black/African American	0.92%	2.57%	3.32%	5.6%
Latinx	43.91%	39.51%	41.21%	28.2%
Other or Multiple Races	3.95%	4.07%	5.57%	24.4%
White	27.71%	20.09%	20.37%	5.9%

Universe: Population.

Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, 2010 Census of Population and Housing, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Table 16: Population by Income Group, Colma and the Region

Income Group	Colma		Bay Area
	2010	2015	2015
Very Low-Income (<50% AMI)	20.85%	37.26%	28.7%
Low-Income (50%-80% AMI)	28.23%	20.38%	14.3%
Moderate-Income (80%-120% AMI)	26.94%	13.38%	17.6%
Above Moderate-Income (>120% AMI)	23.98%	28.98%	39.4%

Universe: Population.

Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

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APPENDIX 4 - Disparate Access to Educational Opportunities

SECTION V.

Disparate Access to Educational Opportunities

This section examines the extent to which members of protected classes and those in poverty experience disparities in access to opportunity as measured by access to education. This section draws from data provided by the San Mateo Office of Education, the California Department of Education, and U.S. Census American Community Surveys (ACS). This section discusses the following topics:

- Changes in school enrollment during COVID-19 by race and ethnicity, and by groups with extenuating circumstances;¹
- Achievement gaps by race and ethnicity and for groups with extenuating circumstances as measured by test scores, California State University or University of California admissions standards, and college-going rates;
- Barriers to success measured by chronic absenteeism, dropout rates, and suspension rates.

After describing this section's primary findings, we describe the county's school districts before launching into data measuring achievement gaps and barriers to success.

Primary Findings

Student racial and ethnic diversity is modestly increasing. Student bodies in San Mateo County have become increasingly racially and ethnically diverse.

- Hispanic students make up the largest ethnic group in the county's schools, representing 38% of students in the 2020-2021 academic school year. This a slight increase from the 2010-2011 school year, where Hispanic students made up 37% of the population.
- There has been a large increase in Asian students, with 17% identifying as such in 2020-2021, an increase of 5 percentage points from 2010-2011.
- Students identifying as White (26%) have decreased by 3 percentage points since 2010-2011.

¹ The term "extenuating circumstances" is used in this section to capture students whose socioeconomic situations and/or disability may make standard educational environments challenging.

Free and reduced lunch-qualifying students and English language learners are concentrated in a handful of schools. Overall, 29% of public school students in San Mateo County qualify for reduced or free lunch.

- The rate of reduced lunch qualification was highest in Ravenswood City Elementary School District, where 83% of students qualify for reduced lunch. Also in Ravenswood City Elementary, 30% of students are experiencing homelessness. This is a large outlier in the county, where overall just 2% are experiencing homelessness.
- Countywide, 20% of public school students are English learners. Again, this rate is highest at Ravenswood City Elementary, where 53% of students are English learners. La Honda-Pescadero Unified School District, Jefferson Union High School, and Redwood City Elementary also have high rates of English learners, representing more than a third of students.

Enrollment is dropping. Public school enrollment reduced substantially in some areas during the pandemic. Total enrollment decreased by 3% between 2019-2020 and 2020-2021 in San Mateo County, which was the largest decrease of the decade.

- Portola Valley and La Honda-Pescadero school districts had the largest enrollment decreases during COVID-19, with a 11% and 10% decline in enrollments, respectively.
- Decreased enrollment was especially common among Pacific Islander students. Between 2019-2021, enrollment among Pacific Islander students decreased by 6% (from 1,581 students in 2019-20 to 1,484 students in 2020-21), substantially higher than the 3% countywide average.
- Enrollment among migrant students decreased drastically by 16% over the same period (from 332 students to 279 students).

Learning proficiency is improving yet disparities exist. Across all racial and ethnic groups, the rate at which students met or exceeded English and mathematics testing standards has increased since the 2014-2015 school year. Students with extenuating circumstances (i.e., disability, facing homelessness, learning English) tend to score lower on English and mathematics tests than the overall student body.

- Proficiency gaps are especially pronounced among English learning students in Portola Valley Elementary, Woodside Elementary, Menlo Park City Elementary, and Brisbane Elementary, where students with extenuating circumstances met or exceeded mathematics test standards at a rate at least 50 percentage points below the overall test rate in each district.
- Students with disabilities in San Carlos Elementary and Las Lomas Elementary school districts scored far below the overall student body: In these districts, students with disabilities met or exceeded mathematics test standards at 54 percentage points below the overall test rate.

Many students meet admissions standards for CSU or UC schools.

- Among the high school districts in San Mateo County, Sequoia Union had the highest rate of graduates who met such admission standards, at 69%. On the other end of the spectrum, Cabrillo Unified and South San Francisco Unified had the lowest rates at 41%.
- Jefferson Union High School District had the most drastic increase in the share of graduates meeting CSU or UC standards: just 21% of students met these standards in 2016-2017 compared to 48% of students in 2019-2020. La Honda-Pescadero Unified School District experienced a 10 percentage point increase in this success rate over the same period.

Most school districts in the county have a college-going rate at 70% or higher—yet there are wide gaps by race and ethnicity.

- In every district, White students have a higher college-going rate than Hispanic students, but the largest gaps are in South San Francisco Unified, where 91% of White students go to college compared to just 68% of Hispanic students—a 23 percentage point gap.

Students with extenuating circumstances are highly concentrated in a few schools and move schools often due to housing instability.

- Students with extenuating circumstances may need additional resources—e.g., onsite health care, free meals, tutoring—to be successful in school. When these students are concentrated into a few schools, the schools bear an unequal responsibility for providing needed resources. K-12 school funding in California has long been inadequate, and, although policymakers have recently allocated additional resources to schools with high proportions of low income children under a “concentration grant” system, funding gaps remain.
- The highest concentration of high needs students is found in Ravenswood City Elementary, where 30% of all students are experiencing homelessness and 83% qualify for free and reduced lunch.
- Currently, students whose families have been evicted do not have protections allowing them to remain in their current school district. This can result in frequent changes in schools for low income children, raising their vulnerability to falling behind in school.

Absenteeism, dropout rates, and discipline rates are highest for students of color, students with disabilities, and students with other extenuating circumstances. While 10% of students were chronically absent during the 2018-2019 school year, chronic absenteeism rates were higher in districts with a large number of students experiencing economic and housing precarity.

- For instance, Ravenswood Elementary, which has a 30% rate of homelessness among students, had one of the higher rates of chronic absenteeism at 16%.

- Pacific Islander students (26%), Black/African American students (18%), and Hispanic students (15%) had notably higher rates of chronic absenteeism than the overall student population (10%).
- In most districts, chronic absenteeism is higher among students with disabilities. In fact, only Bayshore Elementary’s students with disabilities had a lower rate of chronic absenteeism than the overall student body.

Dropout rates vary across the county:

- Dropout rates were highest in Sequoia Union High School District (10%) and South San Francisco Unified (9%).
- In all school districts in the county, dropout rates are higher for boys than for girls.
- Pacific Islander, Black/African American, and Hispanic students in the county often had higher dropout rates than those in other racial and ethnic groups
- Students with disabilities, students experiencing homelessness, foster youth, and students learning English had higher dropout rates than the overall population.

Discipline rates also vary by area and race and ethnicity.

- In many school districts across San Mateo County, Hispanic students are disciplined at disproportionately higher rates compared to their peers.
- In most districts, Black/African American and Pacific Islander students are also overrepresented in terms of suspension rates, but these rates are slight compared to those of Hispanic students.
- Asian and Filipino students were underrepresented in terms of suspension rates. White students were also underrepresented in discipline rates in most districts except for La Honda-Pescadero.

The demographics of faculty and staff are fairly similar to that of students.

- There is a slightly larger share of White and Black/African American staff than students, meaning that Black/African American and White student groups are more likely to interact with same-race staff and faculty than other racial groups.
- Asian students are less likely to interact with a same-race staff of faculty member: 17% of the student body is Asian compared to just 8% of staff and faculty.

Background

This section describes the school districts in San Mateo County, including their geographic boundaries and a brief history of the school districts’ formation. This section also includes details on how districts’ enrollments and student demographic have changed over time.

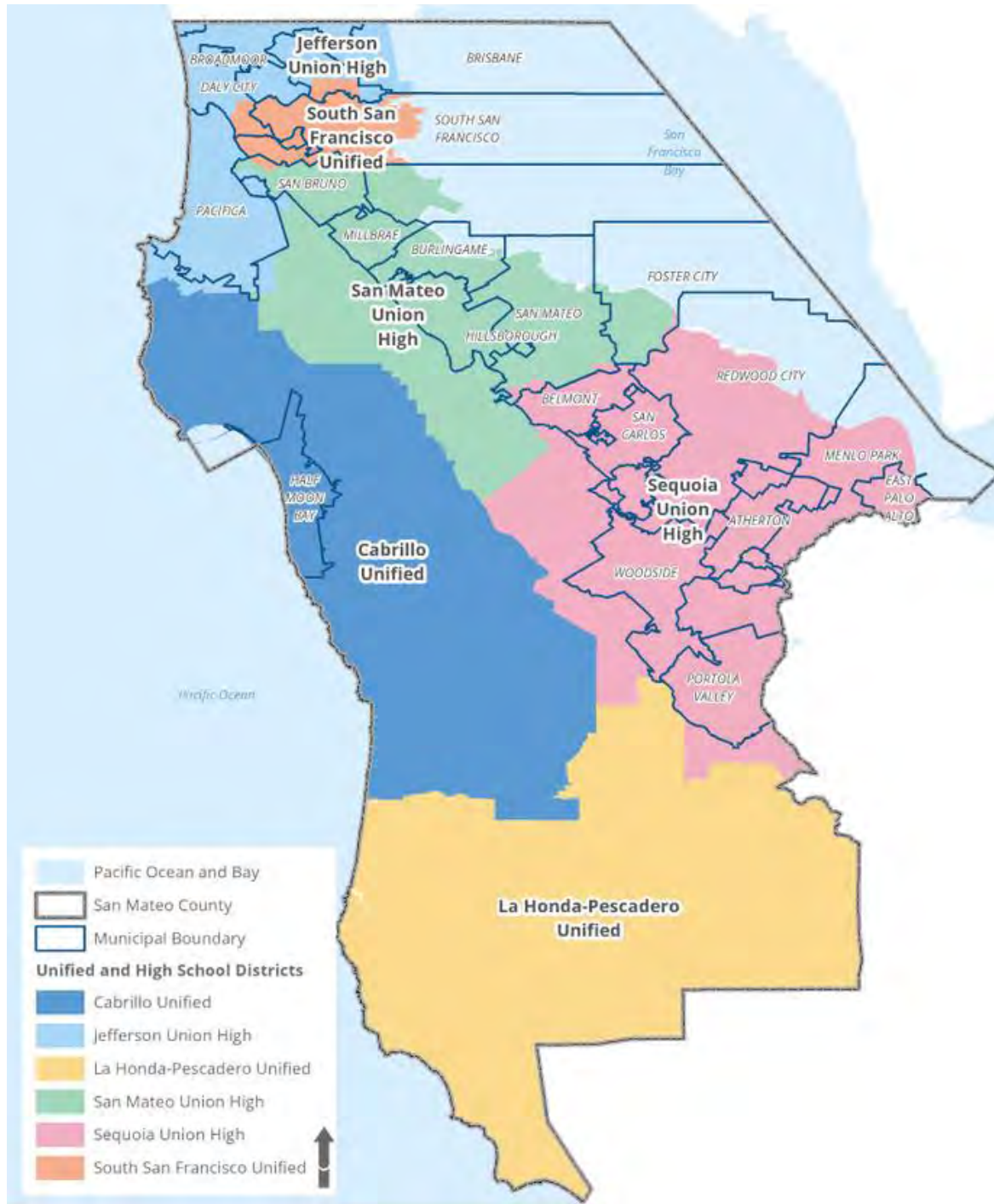
San Mateo County School Districts. There are three unified school districts in San Mateo County which include both elementary and high schools. These are **Cabrillo Unified School District, La Honda-Pescadero Unified School District,** and **South San Francisco Unified School District.**

In addition to the unified school districts, there are three high school districts, which include: **Jefferson Union High School District, San Mateo Union High School District,** and **Sequoia Union High School District.** The elementary schools covering these high schools' district boundaries areas are described below:

- In the **Jefferson Union High School District** geographic boundary, elementary school districts are the Bayshore Elementary School District, Brisbane School District, Jefferson Elementary School District, and Pacifica School District.
- Within the **San Mateo Union High School District** geographic boundary, elementary school districts include San Mateo-Foster City School District, Hillsborough City School District, Burlingame School District, San Bruno Park School District, and Millbrae School District.
- Within the **Sequoia Union High School District** geographic boundary, the elementary schools include Belmont-Redwood Shores School District, San Carlos School District, Redwood City School District, Ravenswood City School District, Menlo Park City School District, Woodside Elementary School District, Las Lomas Elementary School District, and Portola Valley School District.

Geographic boundaries of school districts. Figure V-1 illustrates the geographic boundaries of the unified school districts as well as the three high school districts. Municipal boundaries are overlaid on the map.

Figure V-1.
Unified School Districts and High School Districts in San Mateo County



Source: San Mateo County Office of Education.

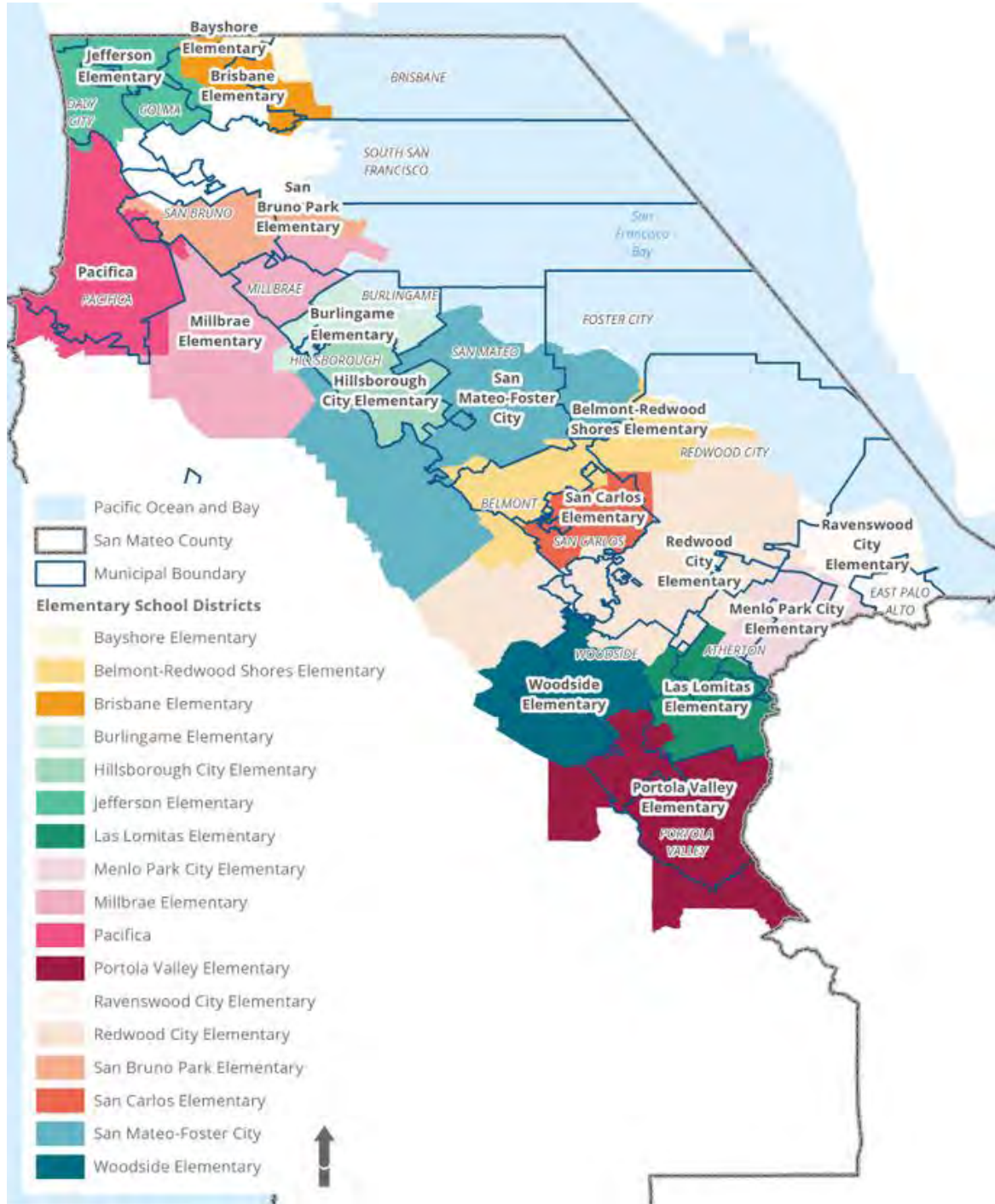
As illustrated in the map, Cabrillo Unified School District covers Half Moon Bay and some unincorporated areas of San Mateo County. South San Francisco Unified covers South San

Francisco and a small portion of Daly City. La Honda-Pescadero Unified School District covers unincorporated areas of San Mateo County.

The other high school districts, Jefferson Union, San Mateo Union, and Sequoia Union, cover the remaining jurisdictions. Jefferson Union covers Brisbane, Colma, Daly City, and Pacifica. San Mateo Union covers Burlingame, Hillsborough, Millbrae, San Bruno, San Mateo City, and Foster City. Sequoia Union covers Atherton, Belmont, Redwood City, East Palo Alto, Menlo Park, San Carlos, Portola Valley, and Woodside.

The county's elementary school districts cover the same areas as the three high school districts. Their geographic boundaries are illustrated in the map below.

**Figure V-2.
Elementary School Districts in San Mateo County**



Source: San Mateo County Office of Education.

Because the elementary school districts are much smaller, many jurisdictions have several elementary schools. The table below shows each jurisdiction and their associated elementary school.

Figure V-3.
School Districts in San Mateo County’s Jurisdictions

Jurisdiction	Unified or High School District	Elementary School District(s)
Atherton	Sequoia Union	Menlo Park City ; Las Lomas Elementary; Redwood City
Belmont	Sequoia Union	Belmont-Redwood Shores
Brisbane	Jefferson Union	Brisbane; Bayshore Elementary
Burlingame	San Mateo Union	Burlingame
Colma	Jefferson Union	Jefferson Elementary
Daly City	Jefferson Union; South San Francisco Unified	Jefferson; Bayshore Elementary
East Palo Alto	Sequoia Union	Ravenswood City
Foster City	San Mateo Union	San Mateo-Foster City
Half Moon Bay	Cabrillo Unified	(none, included in Cabrillo Unified)
Hillsborough	San Mateo Union	Hillsborough City
Menlo Park	Sequoia Union	Menlo Park City; Las Lomas Elementary; Ravenswood City
Millbrae	San Mateo Union	Millbrae
Pacifica	Jefferson Union	Pacifica
Portola Valley	Sequoia Union	Portola Valley
Redwood City	Sequoia Union	Redwood City
San Bruno	San Mateo Union	San Bruno Park
San Carlos	Sequoia Union	San Carlos; Redwood City
San Mateo	San Mateo Union	San Mateo-Foster City
South San Francisco	South San Francisco Unified	(none, included in South San Francisco Unified)
Woodside	Sequoia Union	Woodside Elementary; Portola Valley; Las Lomas; Redwood City

Source: San Mateo County Office of Education.

A brief history of district formation. San Mateo County’s numerous school districts were formed over a century ago, when the county was more rural and scattered: communities needed elementary schools close to home, and only a few students were attending high school. As young people began going to high school, individual districts often found they had too few students and resources to support their own high schools, so

separate high school districts, covering the territories of two or more elementary districts, were established to meet the communities' needs.²

Once California's population grew and San Mateo County became more urbanized, "a jigsaw puzzle of overlapping districts evolved haphazardly." Since 1920, the state has been pushing elementary districts to unify with the high school districts that serve their communities, citing improved educational quality and equity of opportunity. However, there has been limited success and local voters in San Mateo County have consistently resisted unification.³

Early efforts at unification were more successful in the rural communities along the coast—for example, voters approved the new Cabrillo Unified district for the area around Half Moon Bay and the La Honda-Pescadero Unified district in a 1964 election. Unification was not supported by many suburban communities edging the Bay. The county's school district committee proposed to split each of the three high school districts and feeder schools into two or three smaller unified districts, but the State Board of Education rejected variations of those plans three times. The Board argued that the county committee's proposals would create districts with widely varying property tax bases and could contribute to racial segregation. The State Board instead devised a plan that would create a single unified district within each of the existing high school district boundaries. Voters turned down the state plans in all three districts in June 1966, and rejected a similar proposal again in 1972. In 1973, the Mid-Peninsula Task Force for Integrated Education petitioned the county committees to unify the elementary districts of Menlo Park, Las Lomas, Portola Valley, Ravenswood and a portion of Sequoia Union High School District across county lines with Palo Alto Unified. Their goal was racial integration, but the county committee did not support the effort.⁴

Efforts against unification have persisted, leaving the county with several elementary school districts which feed into a high school, rather than a unified district. As a result, some elementary school districts have faced waning budgets and administrative hurdles. For instance, Brisbane and Bayshore elementary school districts, at the northern end of the county, serve a little more than 1,000 students and long have struggled with tight budgets. To rectify their budgetary concerns, the districts now share both a superintendent and a chief business officer. They also participate in a special education collaborative with the Jefferson elementary and high school districts.

According to the county's superintendent of schools Anne Campbell, other districts may find themselves pooling their resources in the future: local identification may be strong,

² Watson, Aleta. "How Did We End Up With 54 School Districts in San Mateo and Santa Clara Counties?" Silicon Valley Community Foundation, 2012. <https://www.siliconvalleycf.org/sites/default/files/report-edu.pdf>

³ Ibid.

⁴ Ibid.

she says, but financial reality is hard to ignore: “As we move forward in time, I think it’s going to be interesting to see what school districts are going to do, especially as budgets get more bleak.”⁵

Enrollment changes. Total public school enrollment in the county has decreased slightly, by just 1%, from the 2010-2011 academic year to 2020-2021. Figure V-4 illustrates enrollment changes by district.

Bayshore Elementary, Ravenswood City, and Portola Valley school districts experienced the largest enrollment decreases (by at least 30%) between 2010-11 and 2020-21. School districts with the largest increases in enrollments were Burlingame (22%) and Belmont-Redwood Shores (30%).

⁵ Ibid.

Figure V-4.
Enrollment changes by district, 2010-11 to 2020-2021

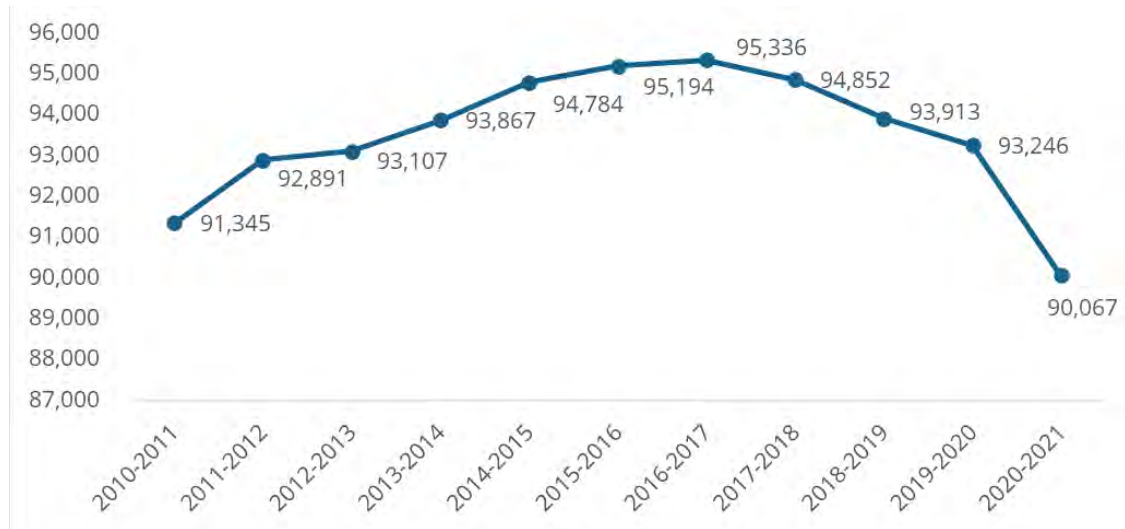
School District	2010-2011 Enrollment	2020-2021 Enrollment	Percent Change
Unified School Districts			
Cabrillo Unified	3,352	2,934	-12%
La Honda-Pescadero	341	275	-19%
South San Francisco	9,312	8,182	-12%
High & Elementary School Districts			
Jefferson Union High School	4,960	4,705	-5%
Bayshore Elementary	543	361	-34%
Brisbane Elementary	545	474	-13%
Jefferson Elementary	6,998	6,653	-5%
Pacifica	3,164	3,006	-5%
San Mateo Union High School	8,406	9,760	16%
Burlingame Elementary	2,771	3,387	22%
Hillsborough City Elementary	1,512	1,268	-16%
Millbrae Elementary	2,222	2,238	1%
San Bruno Park Elementary	2,599	2,275	-12%
San Mateo-Foster City	10,904	10,969	1%
Sequoia Union High School	8,765	10,327	18%
Belmont-Redwood Shores	3,206	4,152	30%
Las Lomas Elementary	1,336	1,116	-16%
Menlo Park City Elementary	2,629	2,781	6%
Portola Valley Elementary	711	491	-31%
Ravenswood City Elementary	4,285	2,993	-30%
Redwood City Elementary	9,119	8,086	-11%
San Carlos Elementary	3,212	3,265	2%
Woodside Elementary	453	369	-19%
Total Enrollment	91,345	90,067	-1%

Source: California Department of Education and Root Policy Research

However, it is important to note that many of these enrollment decreases were driven by the pandemic. In fact, total enrollment in these public schools decreased by 3% between

2019-2020 and 2020-2021 in San Mateo County: the largest decrease of the decade. As shown in Figure V-5, enrollments actually increased steadily from 2010-2011 to 2017-2018, then began decreasing afterwards.

Figure V-5.
Public School Enrollment Changes, 2010-2011 to 2020-2021



Note: These data exclude enrollments in SBE Everest Public High School District, which in 2015 combined with the Sequoia Union High School District.

Source: California Department of Education and Root Policy Research

Portola Valley and La Honda-Pescadero school districts had the largest enrollment decreases during COVID-19, with a 11% and 10% decline in enrollments, respectively. The only school district with increasing enrollments between the 2019-2020 to 2020-2021 school years was Sequoia Union High School District, with a modest 1% increase in enrollments.

Figure V-6.
Enrollment changes by district during COVID-19, 2019-20 to 2020-21

School District	2019-2020 Enrollment	2020-2021 Enrollment	Percent Change
Unified School Districts			
Cabrillo Unified	3,136	2,934	-6%
La Honda-Pescadero	306	275	-10%
South San Francisco	8,438	8,182	-3%
High & Elementary School Districts			
Jefferson Union High School	4,811	4,705	-2%
Bayshore Elementary	381	361	-5%
Brisbane Elementary	476	474	0%
Jefferson Elementary	6,687	6,653	-1%
Pacifica	3,110	3,006	-3%
San Mateo Union High School	9,885	9,760	-1%
Burlingame Elementary	3,534	3,387	-4%
Hillsborough City Elementary	1,290	1,268	-2%
Millbrae Elementary	2,349	2,238	-5%
San Bruno Park Elementary	2,454	2,275	-7%
San Mateo-Foster City	11,576	10,969	-5%
Sequoia Union High School	10,238	10,327	1%
Belmont-Redwood Shores	4,314	4,152	-4%
Las Lomas Elementary	1,208	1,116	-8%
Menlo Park City Elementary	2,922	2,781	-5%
Portola Valley Elementary	551	491	-11%
Ravenswood City Elementary	3,269	2,993	-8%
Redwood City Elementary	8,530	8,086	-5%
San Carlos Elementary	3,405	3,265	-4%
Woodside Elementary	376	369	-2%
Total Enrollment	93,246	90,067	-3%

Source: California Department of Education and Root Policy Research.

Declining enrollments in public schools have been common across the state and country during the COVID-19 pandemic, and enrollment declines in San Mateo County are on par

with those across the state. According to a study conducted by the Public Policy Institute of California, public K–12 enrollment declined by 3% in California from the 2019-2020 school year to the 2020-2021 school year.⁶

As funding is tied directly to the number of enrolled pupils, schools in San Mateo County could suffer fiscal consequences with continued declines. By law, districts are “held harmless” for declines for one year—that is, school budgets for 2020–2021 were unaffected, but continued enrollment declines could mean cuts in future years.⁷ Reductions in enrollments, and consequently funding, could also worsen economic inequality in the long-term by reducing students’ resources and access to opportunities.

Demographics: race & ethnicity. Over the last decade, San Mateo County’s school districts have diversified in terms of students’ race and ethnicity. Hispanic students make up the largest ethnic group in the county’s schools: 38% of students identified as Hispanic in the 2020-2021 academic school year. This is just a one percentage point increase from 2010-2011. Many other students are White (26%), though this has decreased by 3 percentage points since 2010-2011, The largest increase was in Asian students, with 17% identifying as such in 2020-2021, an increase of 5 percentage points from 2010-2011. Other students identify as Filipino (8%), or bi- or multi-racial (8%). A small and decreasing percentage of students identify as Black/African American (1%) and Pacific Islander (2%).

⁶ Lafortune, Julien & Prunty, Emmanuel. “Digging into Enrollment Drops at California Public Schools.” Public Policy Institute of California. May 14, 2021. <https://www.ppic.org/blog/digging-into-enrollment-drops-at-california-public-schools/>

⁷ Ibid.

**Figure V-7.
Changes in Race and
Ethnicity, 2010-2011 to 2020-
2021**

Note: These data exclude enrollments in SBE Everest Public High School District, which in 2015 combined with the Sequoia Union High School District.

Source: California Department of Education and Root Policy Research

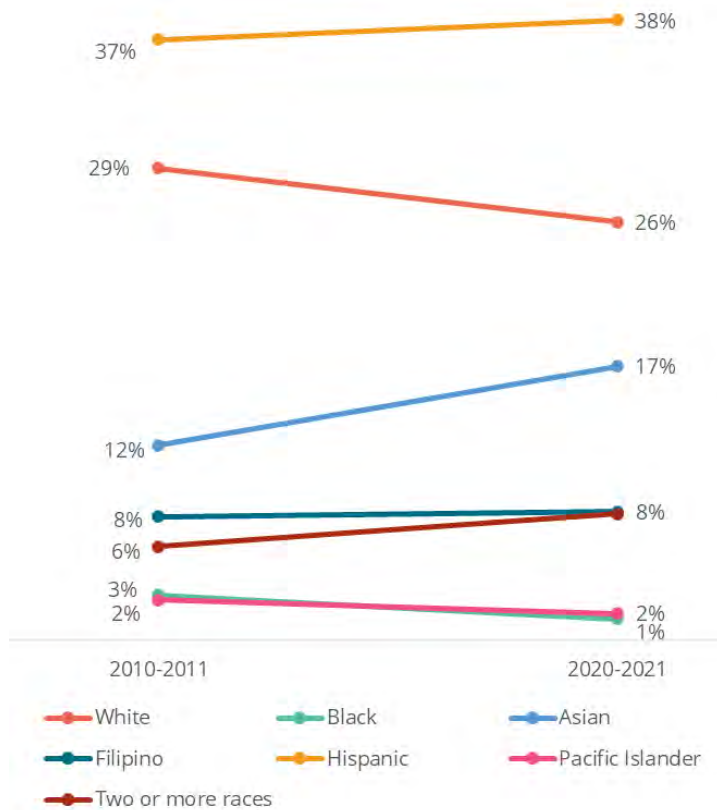


Figure V-8 shows the racial and ethnic distribution of students enrolled in public schools by jurisdiction in 2020-2021.

- Portola Valley Elementary School District (66%) and Woodside Elementary School District (64%) had the highest share of White students, making them among the least racially and ethnically diverse districts in the county.
- Ravenswood City Elementary School District and Redwood City Elementary School District had the highest share of Hispanic students, at 84% and 70%, respectively.
- Ravenswood City also had the highest proportion of Pacific Islander students (7%) and Black/African American students (5%) compared to other districts.
- Millbrae Elementary (46%), Hillsborough Elementary (32%), and Belmont-Redwood Shores Elementary (32%) had the highest share of Asian students.
- Jefferson Elementary School District and Jefferson Union High School District had the highest portion of Filipino students, at 25% and 29% respectively.

**Figure V-8.
Student body by Race and Ethnicity, 2020-2021**

School District	Asian	Black	Filipino	Hispanic	Pacific Islander	White	Two or more races
Unified School Districts							
Cabrillo Unified	1%	0%	1%	52%	0%	40%	5%
La Honda-Pescadero	0%	0%	1%	63%	0%	35%	1%
South San Francisco	14%	1%	23%	48%	2%	6%	6%
High & Elementary School Districts							
Jefferson Union High School	15%	1%	29%	31%	1%	14%	7%
Bayshore Elementary	19%	3%	21%	41%	4%	3%	8%
Brisbane Elementary	20%	1%	12%	28%	0%	24%	11%
Jefferson Elementary	19%	2%	25%	36%	1%	11%	5%
Pacifica	8%	1%	9%	26%	0%	39%	16%
San Mateo Union High School	23%	1%	5%	32%	2%	28%	10%
Burlingame Elementary	27%	0%	3%	16%	0%	41%	9%
Hillsborough Elementary	32%	0%	2%	5%	0%	48%	12%
Millbrae Elementary	46%	1%	6%	20%	2%	16%	8%
San Bruno Park Elementary	16%	1%	10%	41%	5%	15%	1%
San Mateo-Foster City	26%	1%	3%	37%	2%	21%	9%
Sequoia Union High School	9%	2%	1%	45%	2%	35%	5%
Belmont-Redwood Shores	32%	1%	3%	12%	1%	34%	14%
Las Lomas Elementary	18%	1%	1%	13%	0%	53%	14%
Menlo Park City Elementary	13%	1%	1%	17%	1%	55%	11%
Portola Valley Elementary	6%	0%	0%	14%	0%	66%	13%
Ravenswood City Elementary	0%	5%	0%	84%	7%	1%	2%
Redwood City Elementary	4%	1%	1%	70%	1%	19%	4%
San Carlos Elementary	18%	1%	1%	14%	0%	49%	13%
Woodside Elementary	4%	2%	0%	16%	1%	64%	11%
Total	17%	1%	8%	38%	2%	26%	8%

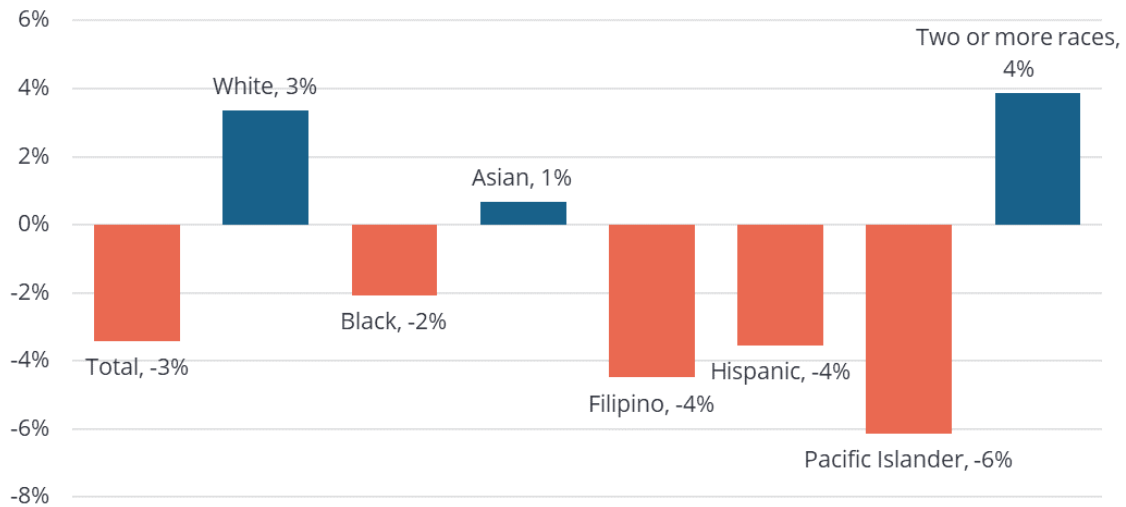
Note: In almost all school districts, less than 1% of students were Native American, so they are not included in this table.

Source: California Department of Education and Root Policy Research

Enrollment changes due to COVID-19 varied by race and ethnicity. For instance, between 2019-2021, enrollment among Pacific Islander students decreased by 6% (from 1,581 students in 2019-20 to 1,484 students in 2020-21). This is substantially higher than the 3% countywide average. Enrollments among Filipino and Hispanic students decreased by 4% while enrollment among Black/African American students decreased by 2%. On the other

end of the spectrum, there was a 3% increase in enrollment among White students (from 22,308 students to 23,055 students) between 2019-20 and 2020-21. Similarly, there was a 1% increase in enrollment among Asian students and a 4% increase among students of two or more races.

Figure V-9.
Enrollment Changes by Race and Ethnicity, San Mateo County, 2019-20 to 2020-21



Source: California Department of Education and Root Policy Research

While many of their families may have simply moved out of San Mateo County during the pandemic, it is possible that Black/African American, Filipino, Hispanic, and Pacific Islander students are otherwise slipping through the cracks of the education system during this period.

Demographics: students with extenuating circumstances. Several students in the county’s public schools are facing additional hurdles to educational ease. Many are English learners, qualify for reduced lunch, are foster children, are experiencing homelessness, have a disability, or are migrants. Students in these groups often have hindrances to excelling in school because of detrimental circumstances beyond their control. These include financial and social hardships as well as problems within students’ families.

Qualification for free and reduced lunch is often used as a proxy for extenuating circumstances. Qualifications are determined based on household size and income. For instance, in the 2020-2021 academic year, students from a household of three making less

than \$40,182 annually qualified for reduced price meals, and those making less than \$28,236 in a household of three qualified for free meals.⁸

Free and reduced lunch disparities. Overall, 29% of public school students in San Mateo County qualify for reduced or free lunch. This rate was substantially lower in districts like Hillsborough Elementary, San Carlos Elementary, Portola Valley Elementary, Las Lomas Elementary, Belmont-Redwood Shores, and Menlo Park City Elementary, where each had less than 10% of students qualify for free or reduced lunch.

The rate of reduced lunch qualification was far higher in Ravenswood City Elementary School District, where 83% of students qualify for reduced lunch.

Disparities in homelessness. In Ravenswood City Elementary, 30% of students are experiencing homelessness. This is an outlier in the county, where overall just 2% are experiencing homelessness. The school district has received media attention due to its astronomically high rate of students experiencing homelessness. Some have noted that rates of homelessness have increased due to escalating costs of living in an area surrounded by affluence.⁹ Others have highlighted that "Having a roof over your head, having a safe place to sleep and study, is fundamental to absolutely everything," and have noted that students who experience homelessness have higher dropout rates and are more likely to experience homelessness as adults.¹⁰

School moves related to evictions. Currently, students whose families have been evicted do not have protections allowing them to remain in their current school district. This means that precarious housing also means precarious schooling for many of the county's students. Frequent moves by students are closely related to lower educational proficiency.

In the City of San Francisco, a 2010 ordinance protects some students from being evicted during the school year; however, it only relates to owner/relative move-in evictions.¹¹ Children in families who are evicted for other reasons may need to move schools or districts when their housing is lost.

English language learners. Countywide, 20% of public school students are English learners. Again, this rate is highest at Ravenswood City Elementary, where 53% of students are English learners. La Honda-Pescadero Unified School District, Jefferson Union High

⁸ "Income Eligibility Scales for School Year 2020-2021." California Department of Education.

⁹ Bartley, Kaitlyn. "Homelessness: The shadow that hangs over students in this Bay Area school district." The Mercury News. December 2018.

¹⁰ Jones, Carolyn. "California schools see big jump in homeless students." Palo Alto Online. October 2020.

¹¹ <https://sfrb.org/new-amendment-prohibiting-owner-move-evictions-minor-children-during-school-year>

School, and Redwood City Elementary also have high rates of English learners, representing more than a third of students.

Less than one percent of students in San Mateo County public school districts are foster youth or migrants. Cabrillo Unified School District had the highest rate of migrant students at 3%. La Honda-Pescadero had the highest rate of foster children at 2%.

School districts without large low income populations also tend to serve very few English language learners. For instance, in Hillsborough Elementary where 0% of students qualify for reduced lunch, only 1% of students are English language learners.

Figure V-10.
Students with Extenuating Circumstances, 2020-2021

School District	English Learners	Reduced Lunch	Foster Children	Homeless	Migrant
Unified School Districts					
Cabrillo Unified	20%	37%	0%	2%	3%
La Honda-Pescadero	38%	38%	2%	1%	1%
South San Francisco	21%	34%	0%	1%	1%
High & Elementary School Districts					
Jefferson Union High School	36%	44%	0%	0%	0%
Bayshore Elementary	30%	57%	0%	0%	0%
Brisbane Elementary	16%	19%	0%	0%	0%
Jefferson Elementary	14%	27%	0%	1%	0%
Pacifica	9%	18%	0%	1%	0%
San Mateo Union High School	10%	21%	0%	0%	0%
Burlingame Elementary	13%	11%	0%	0%	0%
Hillsborough Elementary	1%	0%	0%	0%	0%
Millbrae Elementary	19%	25%	0%	0%	0%
San Bruno Park Elementary	29%	18%	0%	0%	0%
San Mateo-Foster City	26%	28%	0%	2%	0%
Sequoia Union High School	15%	30%	0%	0%	0%
Belmont-Redwood Shores	10%	7%	0%	0%	0%
Las Lomas Elementary	7%	6%	0%	0%	0%
Menlo Park City Elementary	6%	7%	0%	0%	0%
Portola Valley Elementary	4%	5%	0%	0%	0%
Ravenswood City Elementary	53%	83%	0%	30%	0%
Redwood City Elementary	38%	56%	0%	2%	1%
San Carlos Elementary	5%	6%	0%	0%	0%
Woodside Elementary	8%	10%	0%	0%	0%
Total	20%	29%	<1%	2%	<1%

Source: California Department of Education and Root Policy Research

The overall share of students in these groups has not changed drastically over time. As shown in Figure V-11, there have been slight decreases in the share of students who are English learners and the share of students who qualify for reduced lunch from 2016-2017

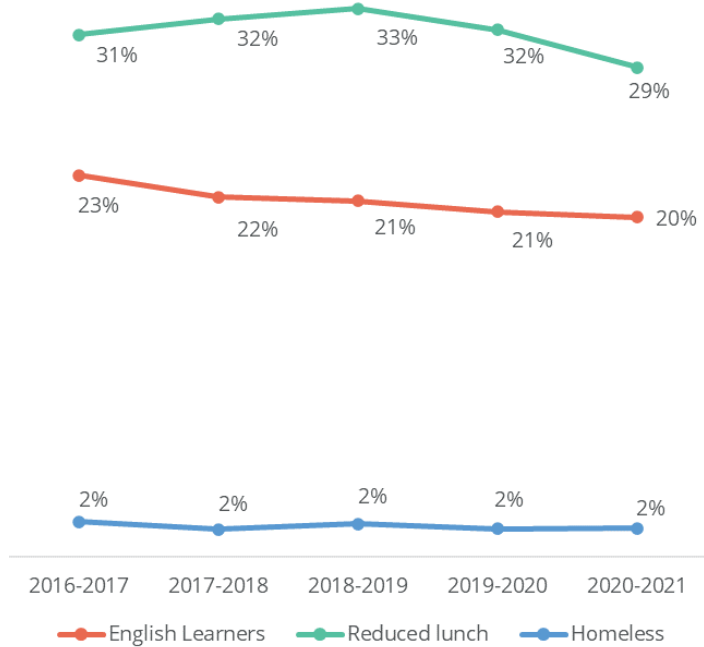
to 2020-2021. Around 2% of students in the county are homeless and this has not changed between 2016-2017 and 2020-2021. Foster youth and migrant students are not shown in the figure, as both have hovered at less than 1% from year to year.

Figure V-11.
Changes in rates of English Learners, Reduced Lunch, and Homelessness, 2016-2017 to 2020-2021

Note: These data exclude enrollments in SBE Everest Public High School District, which in 2015 combined with the Sequoia Union High School District.

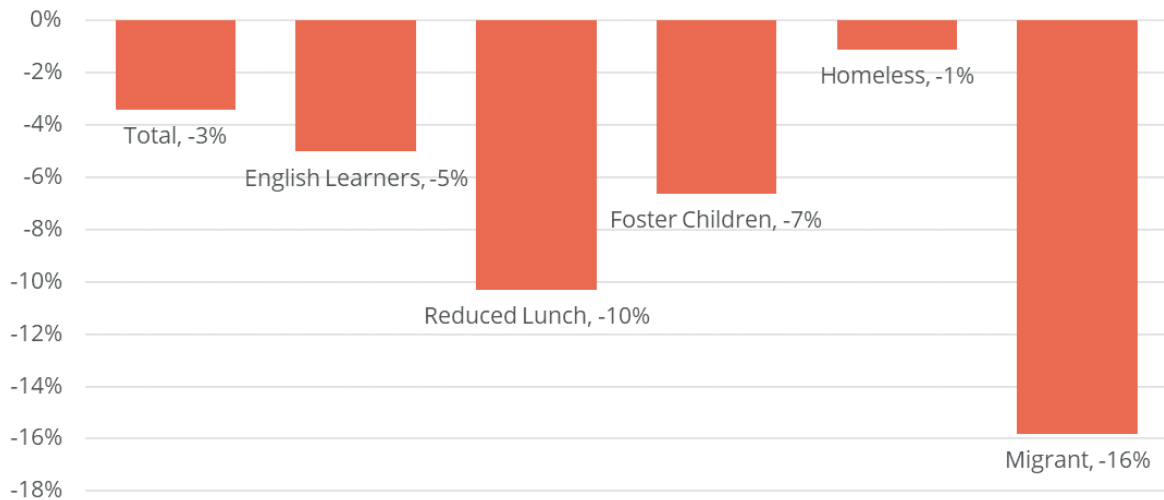
Source: California Department of Education and Root Policy Research

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During COVID-19, enrollments decreased by 3% between 2019-2020 and 2020-2021 school years, as families withdrew or did not reenroll their children from public schools. Enrollment among migrant students decreased much more drastically, by 16% (from 332 students to 279 students). Similarly, enrollment among students who qualify for reduced lunch declined at a higher rate (10%) than the overall student population. Foster children and English learners also experienced enrollment decreases at a rate higher than the total population, with 7% and 10% decreases in enrollment, respectively.

Figure V-12.
Enrollment Changes by Extenuating Circumstance, San Mateo County,
2019-2020 to 2020-2021



Source: California Department of Education and Root Policy Research

Achievement Gaps

This section details achievement gaps within school districts. Gaps are measured by test scores, meeting California State University or University of California admissions standards, and college-going rates.

Test scores. Figure V-13 indicates the percent of students who met or exceeded English and mathematics testing standards set by the California State Assessment of Student Performance and Progress. Overall, 62% of students in the county met or exceeded English testing standards and 52% met or exceeded mathematics testing standards.

Of all the districts with high schools, San Mateo Union High School District had the highest student pass rates: 70% of their students met or exceeded standards in English testing and 50% met or exceeded standards in mathematics testing.

Among elementary school districts, Portola Valley Elementary School District and Woodside Elementary School District had the highest rates of success in English, with 87% and 88% of students meeting or exceeding English testing standards, respectively. Woodside Elementary School District and Hillsborough Elementary School District had the highest rates of success in mathematics, with 84% and 85% meeting math testing standards, respectively.

In every school district, girls scored higher on English tests than boys. Overall, girls met or exceeded English testing at a rate of 67% while boys met or exceeded English testing at a rate of 57%. The largest gender gap was in Brisbane Elementary School District, where 72%

of girls met or exceeded English testing standards and just 56% of boys did: a gap of 16 percentage points.

Gender gaps in mathematics were less pronounced, but largest gender gaps were in Cabrillo Unified School District and in La Honda Pescadero Unified School District. In Cabrillo Unified, girls passed mathematics at a rate 7% higher than boys, while in La Honda-Pescadero, boys passed at a rate 6% higher than girls.

Figure V-14.
Students who Met or Exceeded Testing Standards, by Gender and District, 2018-2019

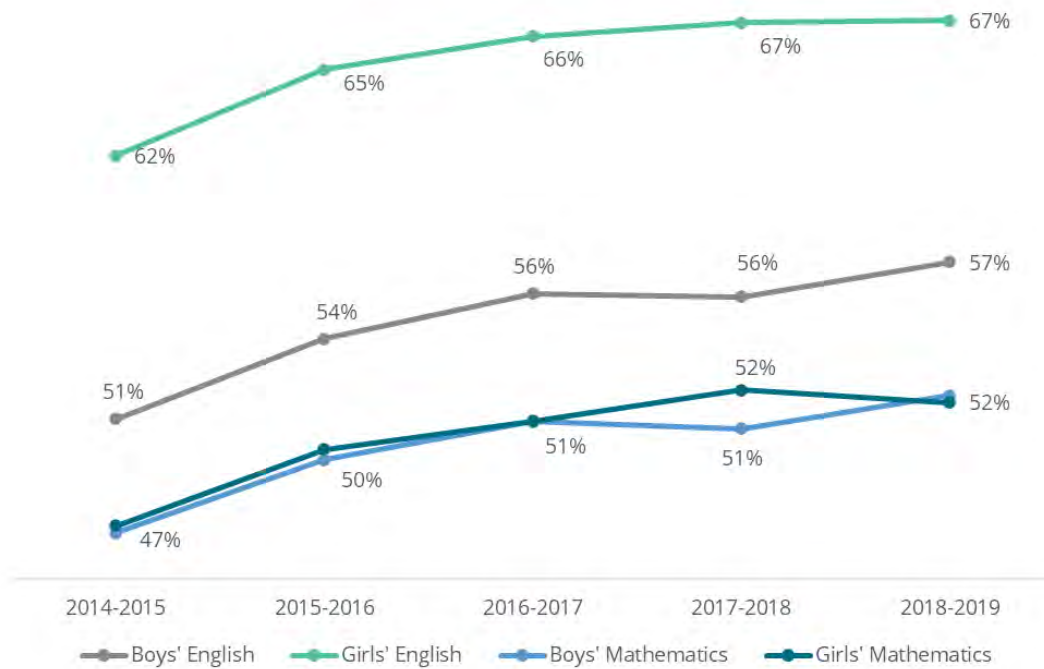
District	English Language Arts/Literacy			Mathematics		
	Total	Boys	Girls	Total	Boys	Girls
Unified School Districts						
Cabrillo Unified	48%	41%	55%	34%	31%	38%
La Honda-Pescadero	43%	36%	49%	31%	34%	28%
South San Francisco	52%	45%	60%	44%	42%	45%
High & Elementary School Districts						
Jefferson Union High School	57%	52%	63%	37%	38%	35%
Bayshore Elementary	27%	24%	31%	27%	27%	28%
Brisbane Elementary	64%	56%	72%	54%	56%	53%
Jefferson Elementary	48%	43%	54%	37%	39%	35%
Pacifica	60%	55%	65%	57%	57%	57%
San Mateo Union High School	70%	66%	76%	50%	50%	50%
Burlingame Elementary	80%	75%	84%	78%	78%	78%
Hillsborough Elementary	85%	81%	89%	85%	86%	84%
Millbrae Elementary	63%	57%	70%	58%	58%	58%
San Bruno Park Elementary	50%	47%	53%	41%	43%	38%
San Mateo-Foster City	62%	58%	67%	56%	56%	56%
Sequoia Union High School	68%	64%	72%	50%	50%	50%
Belmont-Redwood Shores	82%	78%	86%	79%	78%	80%
Las Lomitas Elementary	86%	84%	88%	82%	84%	80%
Menlo Park City Elementary	84%	81%	87%	83%	82%	83%
Portola Valley Elementary	87%	83%	91%	83%	84%	82%
Ravenswood City Elementary	22%	20%	23%	15%	16%	13%
Redwood City Elementary	54%	49%	59%	46%	46%	46%
San Carlos Elementary	80%	77%	83%	75%	76%	74%
Woodside Elementary	88%	85%	91%	84%	85%	83%
Total	62%	57%	67%	52%	52%	52%

Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

The gender gap in test scores has started to close in recent years, as indicated in Figure V-15. In 2014-2015 there was a 11 percentage point gap in girls' and boys' English testing pass

rates, and by 2018-2019 this was just a 10 percentage point gap. The figure also indicates that there have been steady gains in the share of students meeting or exceeding testing standards in the county.

Figure V-15.
Students who Met or Exceeded Testing Standards, by Gender, 2014-2015 to 2018-2019



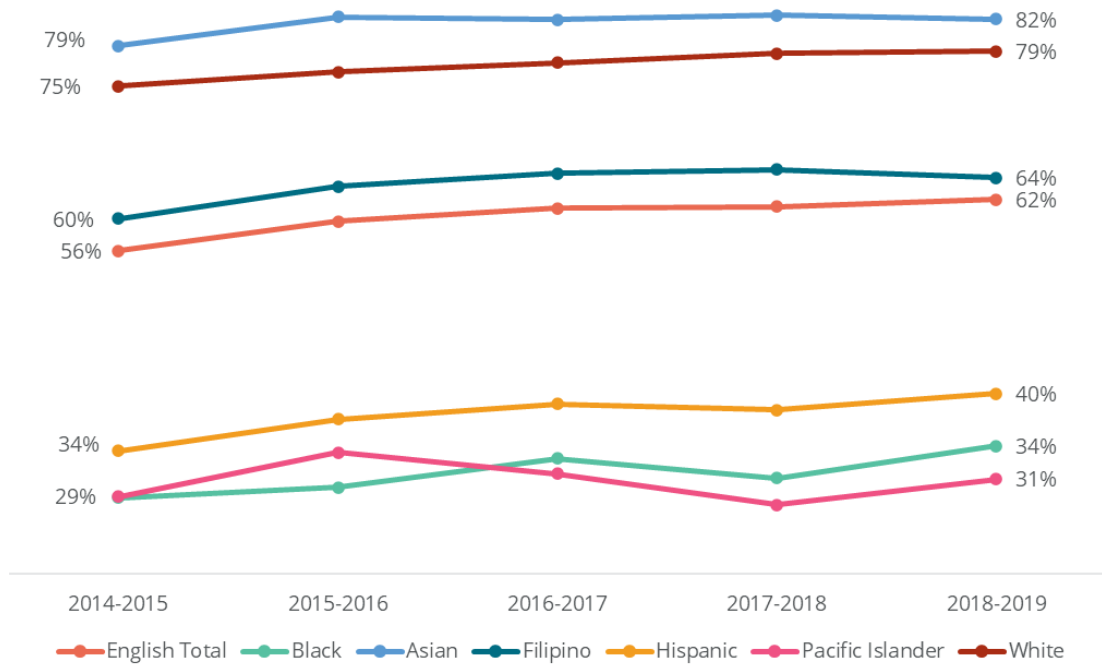
Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

Very large gaps in test scores by race and ethnicity exist among students in some areas. Figure V-16 illustrates the rate at which students of various racial and ethnic groups met or exceeded English testing standards.

For the past five years in San Mateo County, Asian, White, and Filipino students have met or exceeded English testing standards at rates higher than the overall student population. Hispanic, Black/African American, and Pacific Islander students, on the other hand, have been underserved in this realm and have consistently scored lower than the overall student body.

However, across all groups, the rate at which students met or exceed English testing standards has increased since the 2014-2015 school year. Hispanic students have made the largest percentage point gain: 34% met standards in 2014-2015 and 40% met standards in 2019-19, an increase of six percentage points.

Figure V-16.
Students who Met or Exceeded English Testing Standards, by Race and Ethnicity, 2014-2015 to 2018-2019

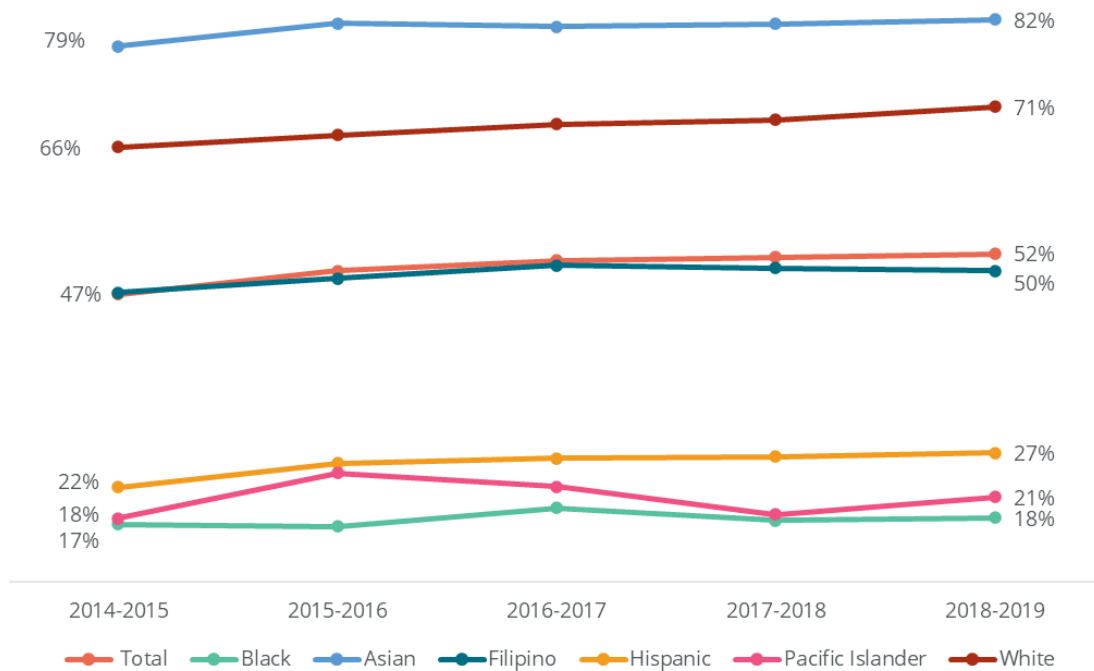


Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

A similar narrative holds in Math testing standards, where scores have improved among each racial and ethnic group from 2014-2015 to 2018-2019. Again, White and Asian students meet or exceed math testing standards at rates higher than the overall population while Hispanic, Pacific Islander, and Black/African American students scored lower.

White and Hispanic students have seen the biggest increases in rates of mathematics success: both have experienced a five percentage point increase in the percent of students who met or exceeded math testing standards.

Figure V-17.
Students who Met or Exceeded mathematics testing standards, by Race and Ethnicity, 2014-2015 to 2018-2019



Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

Figure V-18 illustrates the rates at which students of various racial and ethnic groups met or exceeded mathematics testing standards by district.

There were several districts in which the gaps between the overall test pass rates and a specific racial groups’ pass rates were especially wide. For instance, in San Carlos Elementary School District, 75% of the total student body met or exceeded math testing standards, but only 11% of Black/African American students met or exceeded math testing standards— a gap of 64 percentage points.

Other school districts with wide gaps between Black/African American and overall math testing success were Las Lomas Elementary (46 percentage point gap), Menlo Park City Elementary (43 percentage point gap), and Belmont-Redwood Shores (42 percentage point gap).

Some school districts also had similar gaps in Pacific Islander students’ math passing rates and overall passing rates. For instance, in Menlo Park City Elementary School District, 83% of the student body met or exceeded mathematics testing standards but just 35% of Pacific Islander students passed or exceeded mathematics testing standards—a gap of 48

percentage points. Millbrae Elementary School District also had a 47 percentage point gap between Pacific Islander students' and total students' math test rates.

Figure V-18.
Students who Met or Exceeded Mathematics Testing Standards, by Race/Ethnicity and District, 2018-2019

School District	Overall	Asian	Black	Filipino	Hispanic	Pacific Islander	White
Unified School Districts							
Cabrillo Unified	34%	65%	(no data)	38%	16%	(no data)	54%
La Honda-Pescadero	31%	(no data)	(no data)	(no data)	20%	(no data)	46%
South San Francisco	44%	75%	19%	60%	29%	33%	46%
High & Elementary School Districts							
Jefferson Union High School	37%	75%	(no data)	36%	17%	(no data)	42%
Bayshore Elementary	27%	44%	(no data)	38%	17%	14%	(no data)
Brisbane Elementary	54%	67%	(no data)	65%	38%	(no data)	60%
Jefferson Elementary	37%	61%	15%	42%	23%	20%	30%
Pacifica	57%	74%	38%	48%	38%	(no data)	66%
San Mateo Union High School	50%	84%	(no data)	46%	22%	20%	63%
Burlingame Elementary	78%	92%	53%	66%	50%	(no data)	81%
Hillsborough Elementary	85%	92%	(no data)	(no data)	76%	(no data)	82%
Millbrae Elementary	58%	75%	31%	63%	27%	11%	51%
San Bruno Park Elementary	41%	69%	23%	64%	25%	27%	50%
San Mateo-Foster City	56%	87%	30%	61%	23%	27%	69%
Sequoia Union High School	50%	81%	18%	53%	22%	11%	76%
Belmont-Redwood Shores	79%	92%	37%	77%	52%	43%	79%
Las Lomas Elementary	82%	93%	36%	(no data)	44%	(no data)	87%
Menlo Park City Elementary	83%	94%	40%	(no data)	55%	35%	88%
Portola Valley Elementary	83%	89%	(no data)	(no data)	56%	(no data)	89%
Ravenswood City Elementary	15%	(no data)	9%	(no data)	15%	11%	(no data)
Redwood City Elementary	46%	92%	22%	76%	34%	44%	75%
San Carlos Elementary	75%	91%	11%	85%	51%	(no data)	78%
Woodside Elementary	84%	92%	(no data)	(no data)	52%	(no data)	89%
Total	52%	82%	18%	50%	27%	21%	71%

Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

Although racial gaps in English testing were less pronounced, San Carlos Elementary School District also had a wide gap between the total student body and Black/African American

students. Namely, 80% of the student body met or exceeded English testing standards, but only 19% of Black/African American students met or exceeded testing standards—a 61 percentage point gap. Las Lomas Elementary had a 41 percentage point gap between overall English testing success and Black/African American English testing success.

Other districts had large gaps between the total student body's English test scores and Pacific Islander students' test scores. Namely, in Menlo Park City Elementary School District 84% of students met or exceeded English testing standards, but only 40% of Pacific Islander students—a 44 percentage point gap.

Figure V-19.
Students who Met or Exceeded English Testing Standards, by
Race/Ethnicity and District, 2018-2019

School District	Overall	Asian	Black	Filipino	Hispanic	Pacific Islander	White
Unified School Districts							
Cabrillo Unified	48%	78%	(no data)	54%	28%	(no data)	71%
La Honda-Pescadero	43%	(no data)	(no data)	(no data)	27%	(no data)	61%
South San Francisco	52%	76%	36%	66%	38%	44%	56%
High & Elementary School Districts							
Jefferson Union High School	57%	81%	(no data)	60%	43%	(no data)	59%
Bayshore Elementary	27%	49%	(no data)	33%	20%	14%	(no data)
Brisbane Elementary	64%	63%	(no data)	75%	51%	(no data)	79%
Jefferson Elementary	48%	62%	28%	59%	34%	33%	43%
Pacifica	60%	65%	32%	52%	45%	(no data)	68%
San Mateo Union High School	70%	88%	55%	79%	50%	34%	81%
Burlingame Elementary	80%	88%	61%	73%	55%	(no data)	83%
Hillsborough Elementary	85%	89%	(no data)	(no data)	77%	(no data)	83%
Millbrae Elementary	63%	74%	46%	68%	42%	23%	61%
San Bruno Park Elementary	50%	72%	39%	76%	36%	31%	56%
San Mateo-Foster City	62%	85%	41%	68%	34%	37%	77%
Sequoia Union High School	68%	87%	44%	92%	47%	31%	88%
Belmont-Redwood Shores	82%	91%	44%	81%	64%	61%	83%
Las Lomas Elementary	86%	91%	45%	(no data)	65%	(no data)	89%
Menlo Park City Elementary	84%	92%	60%	(no data)	62%	40%	88%
Portola Valley Elementary	87%	92%	(no data)	(no data)	58%	(no data)	93%
Ravenswood City Elementary	22%	(no data)	24%	(no data)	21%	18%	(no data)
Redwood City Elementary	54%	91%	35%	73%	43%	47%	83%
San Carlos Elementary	80%	90%	19%	76%	60%	(no data)	83%
Woodside Elementary	88%	92%	(no data)	(no data)	58%	(no data)	92%
Total	62%	82%	34%	64%	40%	31%	79%

Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

Students with extenuating circumstances across all districts met or exceeded testing standards at lower rates. However, some districts had especially wide disparities between overall test scores and test scores of students with extenuating circumstances.

For example, English learning students in Portola Valley Elementary, Woodside Elementary, Menlo Park City Elementary, and Brisbane Elementary each met or exceeded mathematics test standards at a rate at least 50 percentage points below the overall test rate in each district. English learning students in Las Lomas Elementary (54%) had the highest mathematics pass rates, followed by those in Belmont-Redwood Shores (42%) and Burlingame Elementary (40%).

Students with disabilities scored especially high on mathematics tests in Hillsborough Elementary, where 48% met or exceeded standards. Others in Belmont-Redwood Shores (43%) and Woodside Elementary (41%) had high pass rates as well. Students with disabilities in San Carlos Elementary and Las Lomas Elementary school districts scored far below the overall student body: in these districts, students with disabilities met or exceeded mathematics test standards at 54 percentage points below the overall test rate.

In Jefferson Elementary and Ravenswood Elementary students experiencing homelessness passed math tests at a rate similar to their housed peers. In other districts, however, students experiencing homelessness often scored substantially lower. School districts with the widest math testing gaps between the overall student body and students experiencing homelessness were San Mateo-Foster City and Millbrae Elementary, with a 41 percentage point gap and 42 percentage point gap, respectively.

Figure V-20.
Students who Met or Exceeded Math Testing Standards, by Special Case
and District, 2018-2019

School District	Overall	English Learners	Experiencing homelessness	Migrant	With Disabilities
Unified School Districts					
Cabrillo Unified	34%	4%	5%	4%	9%
La Honda-Pescadero	31%	4%	(no data)	(no data)	2%
South San Francisco	44%	20%	25%	4%	18%
High & Elementary School Districts					
Jefferson Union High School	37%	5%	(no data)	(no data)	6%
Bayshore Elementary	27%	11%	(no data)	(no data)	9%
Brisbane Elementary	54%	4%	(no data)	(no data)	12%
Jefferson Elementary	37%	15%	36%	(no data)	11%
Pacifica	57%	22%	(no data)	(no data)	17%
San Mateo Union High School	50%	10%	(no data)	(no data)	13%
Burlingame Elementary	78%	40%	(no data)	(no data)	29%
Hillsborough Elementary	85%	(no data)	(no data)	(no data)	48%
Millbrae Elementary	58%	26%	16%	(no data)	25%
San Bruno Park Elementary	41%	12%	(no data)	(no data)	9%
San Mateo-Foster City	56%	11%	15%	(no data)	14%
Sequoia Union High School	50%	3%	33%	(no data)	9%
Belmont-Redwood Shores	79%	42%	(no data)	(no data)	43%
Las Lomas Elementary	82%	54%	(no data)	(no data)	28%
Menlo Park City Elementary	83%	31%	(no data)	(no data)	38%
Portola Valley Elementary	83%	14%	(no data)	(no data)	39%
Ravenswood City Elementary	15%	5%	11%	(no data)	2%
Redwood City Elementary	46%	14%	(no data)	29%	14%
San Carlos Elementary	75%	24%	(no data)	(no data)	21%
Woodside Elementary	84%	27%	(no data)	(no data)	41%

Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

Students with extenuating circumstances also consistently scored lower in English testing than the overall student body.

For instance, English learning students in San Mateo Union High School District, Hillsborough Elementary School District, Sequoia Union High School District, Menlo Park City Elementary School District, and Portola Valley Elementary School District met or exceeded English test standards at a rate at least 60 percentage points below the overall test rate in each district. Hillsborough Elementary had the largest gap at 85 percentage points. Las Lomas Elementary had the highest success rate among English learners, where 50% met or exceeded English testing standards.

However, students with disabilities in Las Lomas Elementary and San Carlos Elementary school districts met or exceeded English test standards at rate 55 and 51 percentage points below the overall test rate, respectively. These were the largest gaps in the county. Students with disabilities at Woodside Elementary did the best on English testing, where 56% passed or exceeded standards.

Among students experiencing homelessness, those at Sequoia Union High School were most likely to meet English testing standards, with 42% meeting or exceeding standards. The school district with the widest gap between overall English test scores and scores among students experiencing homelessness was Cabrillo Unified with a 34 percentage point gap.

Just three districts reported English testing scores among migrant students. Redwood City Elementary had the highest pass rate at 34% and Cabrillo Unified had the lowest at 16%.

Figure V-21.
Students who Met or Exceeded English Testing Standards, by Special Case and District, 2018-2019

School District	Overall	English Learners	Experiencing homelessness	Migrant	With Disabilities
Unified School Districts					
Cabrillo Unified	48%	9%	14%	16%	12%
La Honda-Pescadero	43%	9%	(no data)	(no data)	9%
South San Francisco	52%	21%	35%	20%	18%
High & Elementary School Districts					
Jefferson Union High School	57%	3%	(no data)	(no data)	19%
Bayshore Elementary	27%	3%	(no data)	(no data)	4%
Brisbane Elementary	64%	21%	(no data)	(no data)	16%
Jefferson Elementary	48%	16%	30%	(no data)	15%
Pacifica	60%	12%	(no data)	(no data)	15%
San Mateo Union High School	70%	11%	(no data)	(no data)	27%
Burlingame Elementary	80%	33%	(no data)	(no data)	33%
Hillsborough Elementary	85%	(no data)	(no data)	(no data)	47%
Millbrae Elementary	63%	19%	34%	(no data)	23%
San Bruno Park Elementary	50%	14%	(no data)	(no data)	12%
San Mateo-Foster City	62%	9%	33%	(no data)	15%
Sequoia Union High School	68%	8%	42%	(no data)	27%
Belmont-Redwood Shores	82%	31%	(no data)	(no data)	45%
Las Lomas Elementary	86%	51%	(no data)	(no data)	31%
Menlo Park City Elementary	84%	21%	(no data)	(no data)	42%
Portola Valley Elementary	87%	17%	(no data)	(no data)	37%
Ravenswood City Elementary	22%	6%	16%	(no data)	5%
Redwood City Elementary	54%	13%	(no data)	34%	16%
San Carlos Elementary	80%	29%	(no data)	(no data)	28%
Woodside Elementary	88%	18%	(no data)	(no data)	56%

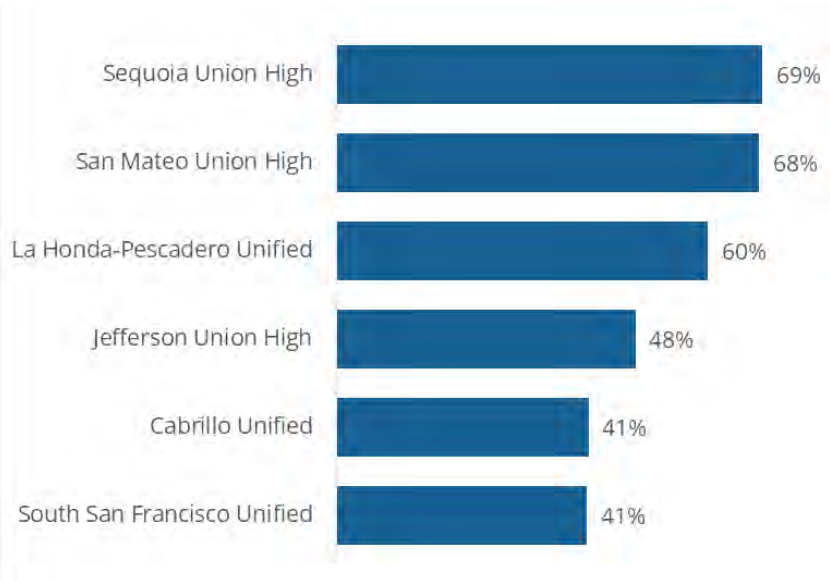
Source: California Department of Education, California Assessment of Student Performance and Progress, and Root Policy Research

Students who met university requirements. Many high schoolers in the county met admission standards for a University of California (UC) or California State University (CSU) school. Figure V-22 illustrates the percentage of cohort graduates who met admission requirements for a CSU or UC school according to California Department of Education data.

Of the high school districts in San Mateo County, Sequoia Union had the highest rate of graduates who met such admission standards, at 69%. On the other end of the spectrum, Cabrillo Unified and South San Francisco Unified had the lowest rates at 41%.

Figure V-22.
Students Meeting
California University
Admission
Standards, 2019-
2020

Source:
California Department of Education
and Root Policy Research.



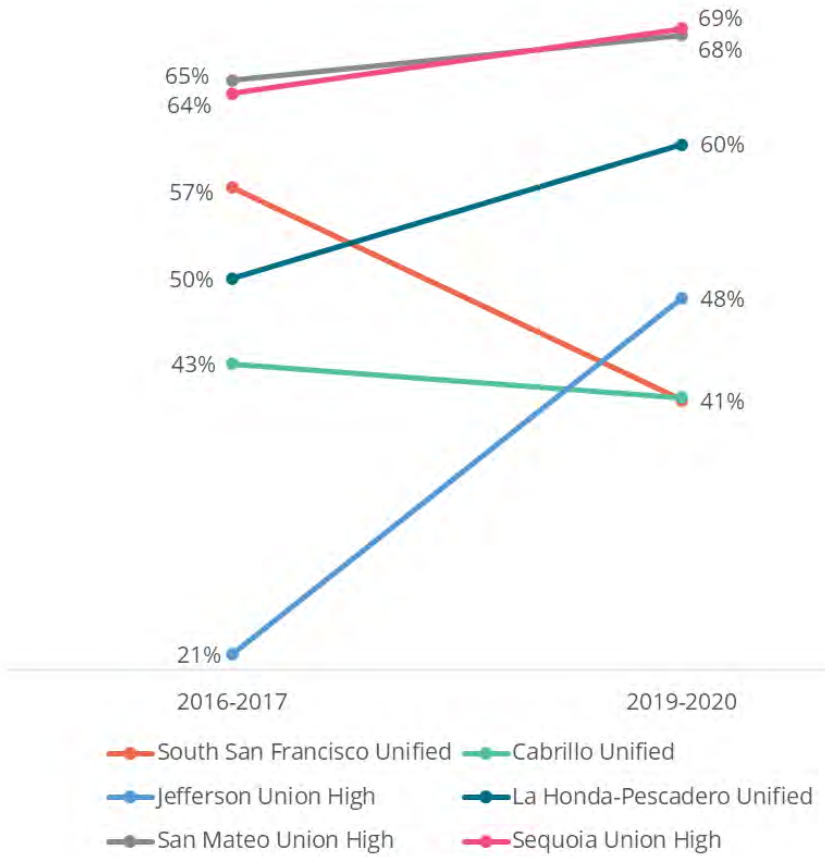
Cabrillo Unified and South San Francisco Unified have experienced a decrease in the share of graduates meeting CSU or UC admission standards in recent years. For instance, in 2016-2017, 57% of South San Francisco Unified graduates met these standards, but this decreased by 16 percentage points by 2019-2020. Cabrillo Unified experienced a less drastic decrease over the same period, but the rate still shrunk by two percentage points.

Jefferson Union High School District had the most drastic increase in the share of graduates meeting CSU or UC standards: just 21% of students met these standards in 2016-2017 compared to 48% of students in 2019-2020. La Honda-Pescadero Unified School District experienced a 10 percentage point increase in this success rate over the same period.

Sequoia Union and San Mateo Union experienced more modest increases, but remain the districts with the highest rates of students meeting CSU and UC standards.

**Figure V-23.
Students Meeting
University
Admission
Standards, 2016-
2017 and 2019-2020**

Source:
California Department of Education
and Root Policy Research.



Rates at which students met CSU or UC admissions standards varied substantially by race and ethnicity in 2019-2020. In all high school districts in San Mateo County, White and Asian students meet CSU and UC admissions standards at higher rates than the overall student population.

The largest gap is in South San Francisco Unified, where just 41% of students meet CSU or UC admissions standards, but 73% of Asian students meet those standards—a 32 percentage point gap.

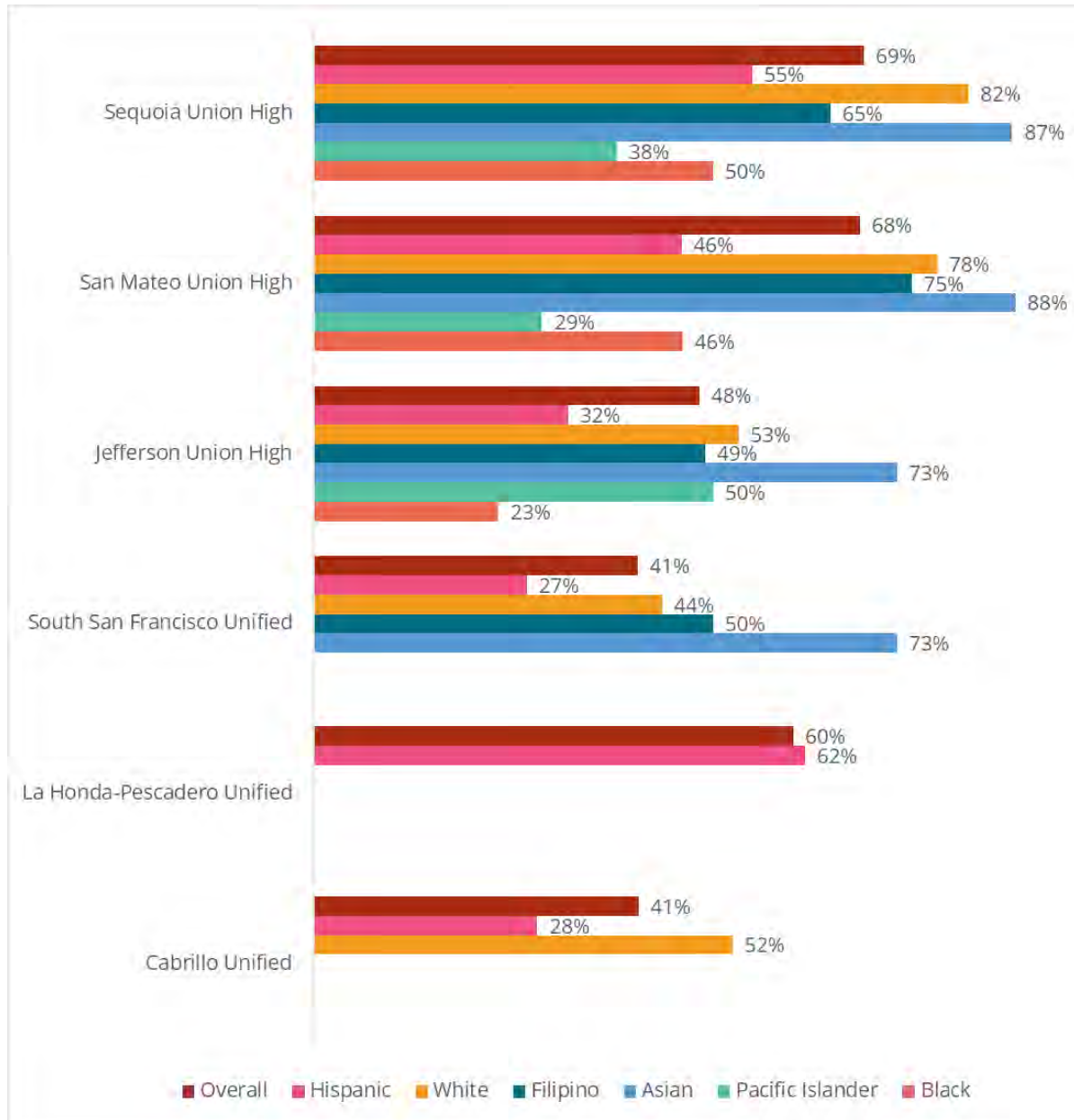
On the other end of the spectrum, Black/African American students typically met CSU or UC admissions standards at lower-than-average rates. The largest gap was in San Mateo Union, where just 29% of Black/African American students met CSU or UC standards compared to 68% of students in the district overall.

Filipino students typically met admissions standards at rates similar to the overall student body. For instance, in Jefferson Union, San Mateo Union, and South San Francisco Unified, Filipino students are slightly more likely to have met CSU and UC standards than the overall student population. In Sequoia Union, they are slightly less likely to have met admission standards than the overall student population.

In La Honda-Pescadero, Hispanic students are slightly more likely to have met CSU or UC standards than the overall student body. However, in all other school districts, Hispanic students are less likely to have met CSU and UC standards than the overall student body. The largest disparity is in San Mateo Union, where just 46% of Hispanic students meet the university admissions standards compared to 68% of students overall.

Finally, Pacific Islander students in Jefferson Union were slightly more likely to have met California university admissions standards compared to the overall student body, but in Sequoia Union and San Mateo Union they were substantially less likely.

Figure V-24.
Students Meeting University Admission Standards, by Race and Ethnicity,
2019-2020



Source: California Department of Education and Root Policy Research

As expected, students with extenuating circumstances were less likely to meet CSU or UC admissions standards than students in the county overall. In all school districts where data are available, students with disabilities, students experiencing homelessness, English learners, foster youth, and migrant students met CSU or UC admission standards at lower rates than the overall student population.

English learners in Sequoia Union and San Mateo Regional met CSU or UC admission standards at higher rates than their peers in other school districts. However, compared to the overall student body within their own school districts, they had a larger gap than other districts. Namely, in Sequoia Union, 69% of students met admissions standards compared to just 32% of students learning English— a 37 percentage point gap.

Similarly, students with disabilities in Sequoia Union had the highest rate of meeting admissions standards (31%) compared to peers with disabilities in other districts, but also had the largest gap (38 percentage points) compared to the district's overall student body.

Migrant students met admission standards at the lowest rate in South San Francisco Unified (27%) and at the highest rate in Sequoia Union (45%). However, in Cabrillo Unified, their rates were only eight percentage points lower than that of the overall student body, the smallest gap in the county.

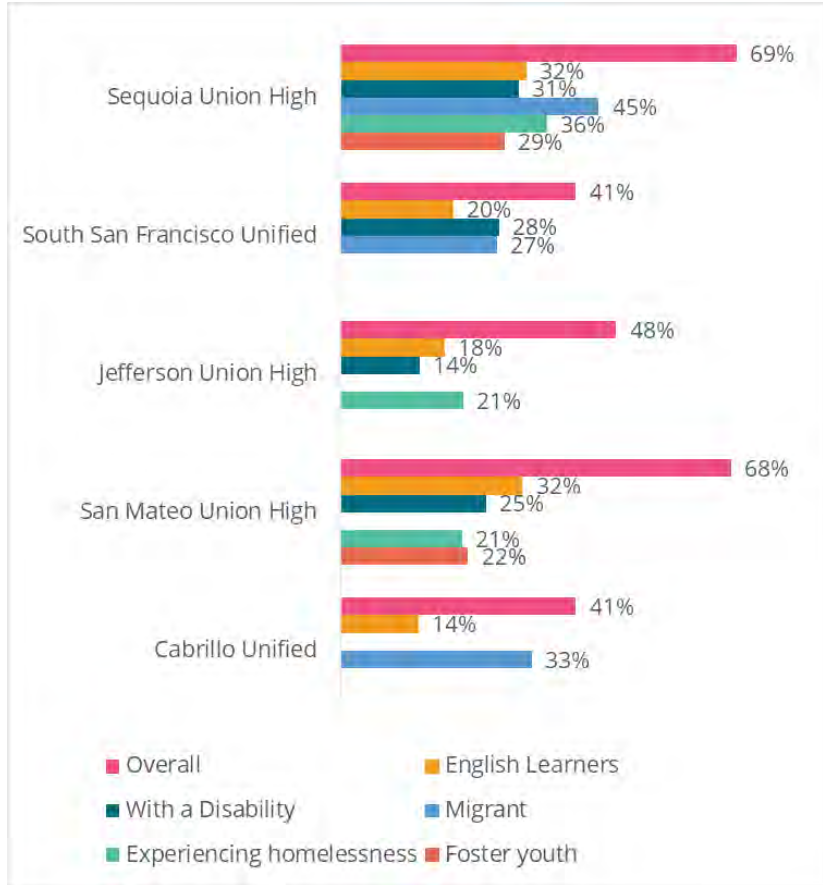
Approximately 36% of students experiencing homelessness in Sequoia Union met CSU or UC admission standards, which was higher than rates in San Mateo Union (21%) and Jefferson Union (21%).

Just San Mateo Union and Sequoia Union had enough foster youth to report their rate of meeting CSU or UC admission standards. In Sequoia Union, 29% met admissions standards and 22% in San Mateo Union met admissions standards.

**Figure V-25.
Students Meeting
University
Admission
Standards, 2019-
2020**

Source:
California Department of Education
and Root Policy Research.

Notes; La-Honda Pescadero Unified
is excluded from these data as they
do not report admission standards
data for these special groups, likely
due to small sample size.

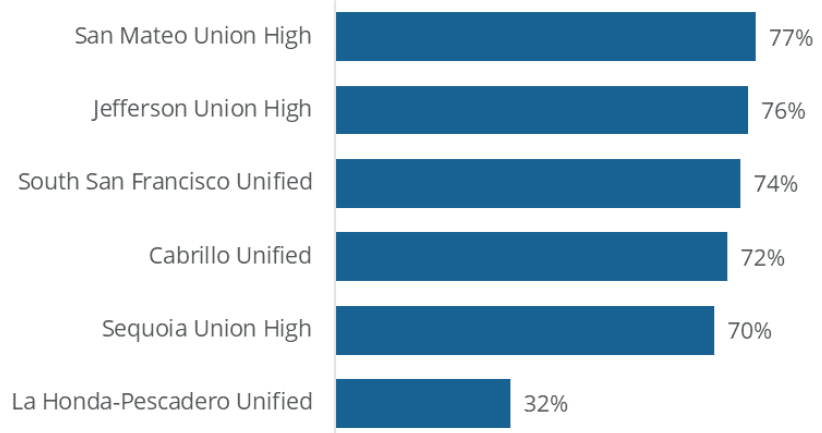


College-going rates. The college-going rate is defined as the percentage of public high school students who completed high school in a given year and subsequently enrolled in any public or private postsecondary institution (in-state or out-of-state) in the United States within 12 or 16 months of completing high school.

Most school districts in the county have a college-going rate at 70% or higher. San Mateo Union had the highest college-going rate at 77%. La Honda-Pescadero School District is the notable exception, with just 32% of graduates attending college within 12 or 16 months.

Figure V-26.
College-Going
Rates, 2017-2018

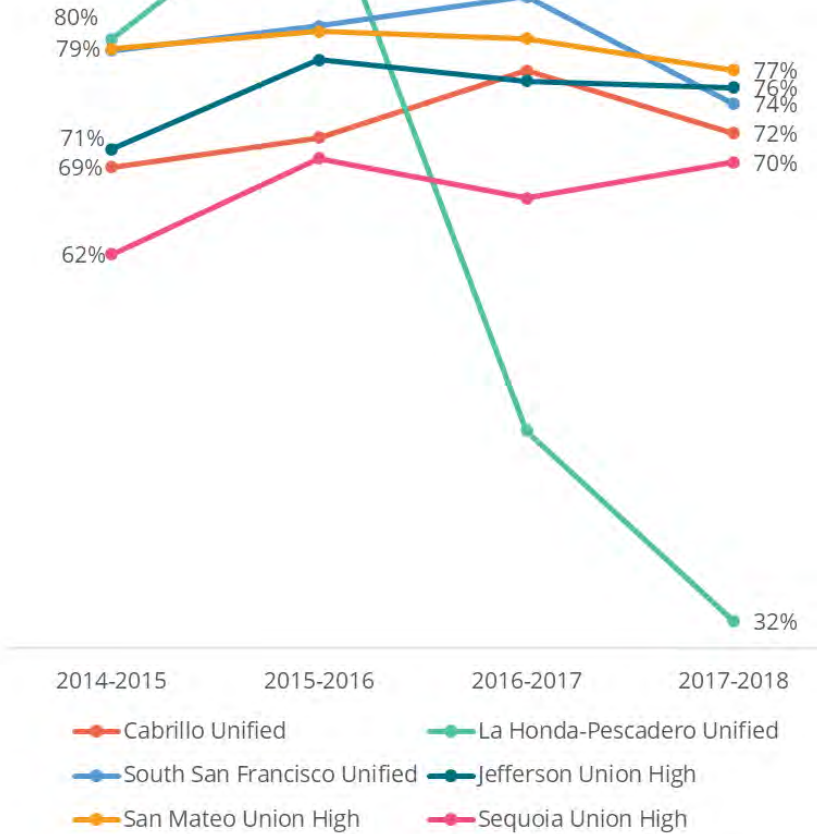
Source:
California Department of Education
and Root Policy Research.



As shown in Figure V-27, La Honda-Pescadero School District previously had the highest college-going rate of all the county's high school districts, with an 80% college-going rate in 2014-2015 and a 93% college-going rate in 2015-2016. The district experienced a rapid decline in college-going rates, starting in 2016-2017. However, La Honda-Pescadero has especially small sample sizes. For instance, the district had just 26 twelfth-graders in the 2017-2018 school year, meaning that just a couple students going to college (or not) drastically alters the college-going rate in La Honda-Pescadero. All other high school districts in the county have maintained relatively consistent college-going rates.

**Figure V-27.
College-Going
Rates, 2014-2015 to
2017-2018**

Source:
California Department of Education
and Root Policy Research.

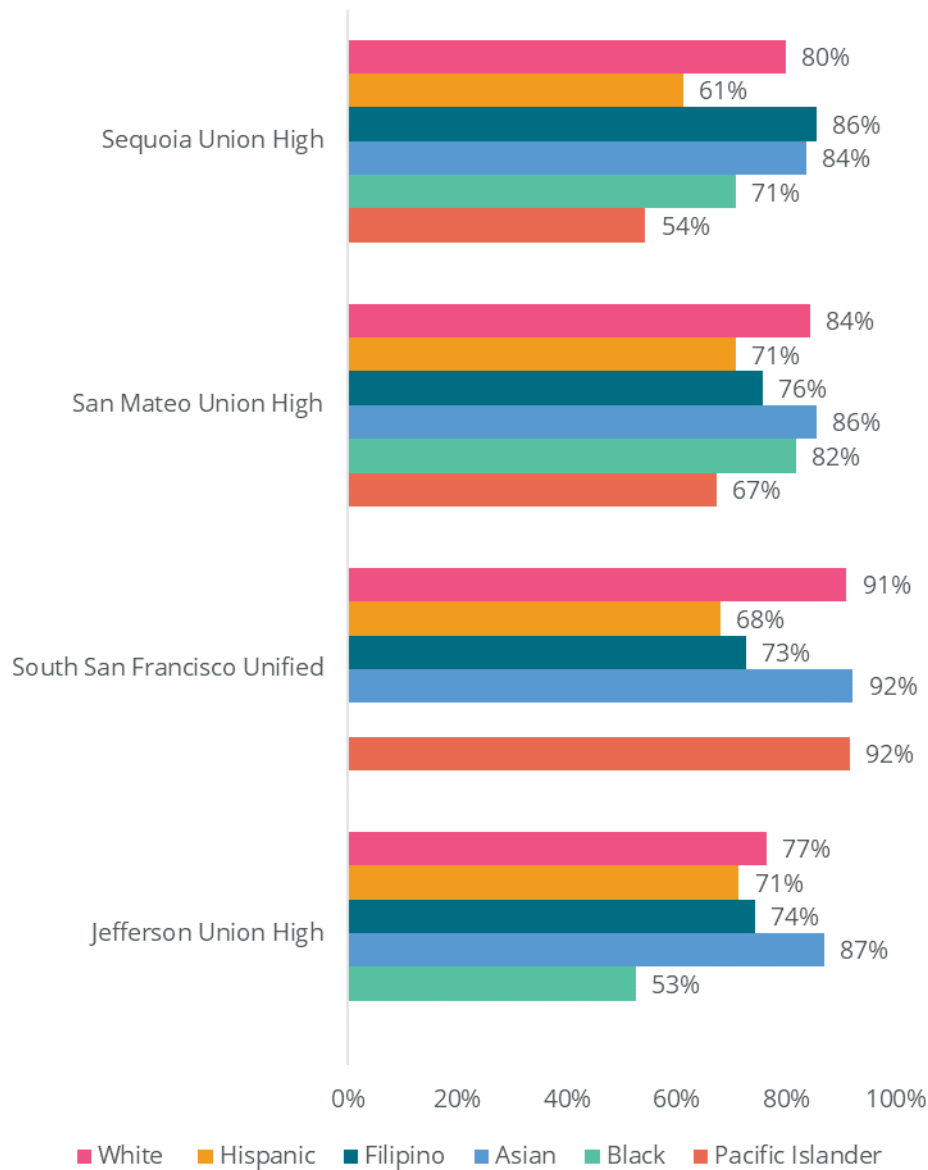


Within each of the high school districts, college-going rates vary by race and ethnicity.

- In every district, White students have a higher college-going rate than Hispanic students, but the largest gaps are in South San Francisco Unified, where 91% of White students go to college compared to just 68% of Hispanic students, a 23 percentage point gap. Jefferson Union has the smallest gap between the two groups: 77% of White students go to college compared to 71% of Hispanic students.
- Among Black/African American students, those at San Mateo Union have the highest college-going rate at 82%. Those at Jefferson Union have the lowest at just 53%, which is 24 percentage points lower than that of White students and 34 percentage points lower than that of Asian students.
- Overall, Asian students have among the highest college-going-rates in the county. The rate is especially high in South San Francisco Unified, where 92% go to college. The rate is lowest in Sequoia Union High School District, where 84% go to college.

- Filipino students also have generally high rates of college-going. The highest college-going rate among Filipino students is in Sequoia Union (86%) and the lowest is in South San Francisco Unified (73%).
- College-going rates for Pacific Islander students vary substantially by district. For instance, in Sequoia Union 54% go to college, but in South San Francisco Unified 92% go to college.

Figure V-28.
College-going Rates by Race and Ethnicity, 2017-18



Note: Cabrillo Unified and La Honda- Pescadero Unified are not included here because they do not report the data, likely due to small sample sizes.

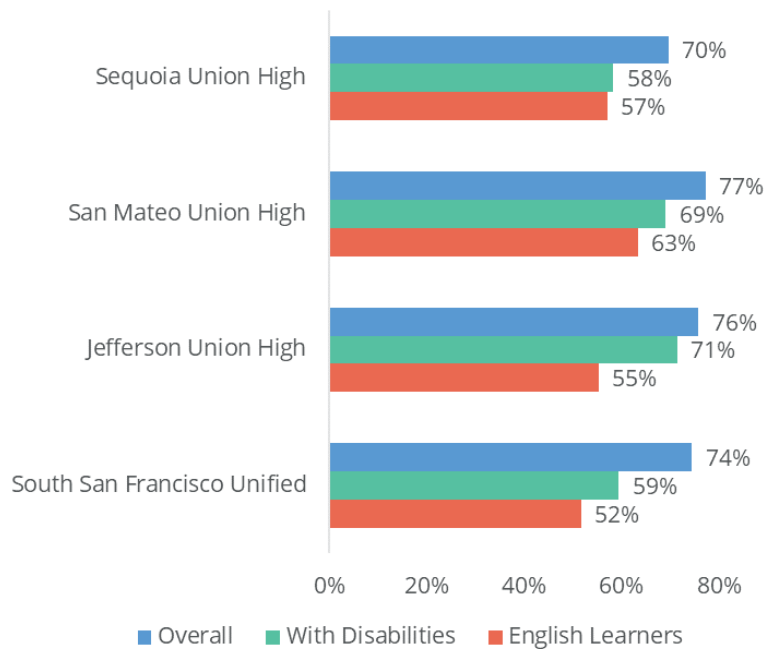
College-going rates are lower for students with disabilities and those learning English compared to the overall student population across the county.

- For instance, the largest gap between overall college-going rates and English learners' college-going rates is in South San Francisco Unified, where just 52% of English learning students go to college as opposed to 74% of the overall student population—a 22 percentage point gap. Among English learners, San Mateo Union High School District had the highest college-going rate, where 63% of English learners go to college.
- Among students with disabilities, South San Francisco Unified also had the largest gap, where 59% of students with disabilities went to college compared to 74% of the overall student population — a 15 percentage point gap. Jefferson Union, on the other hand, had a relatively high college-going rate among students with disabilities that was not very different from the district's overall college-going rate: 71% went to college which is just five percentage points lower than the district's overall student population.

Figure V-29.
College-going Rates
for English Learners
and Students with
Disabilities, 2017-
2018

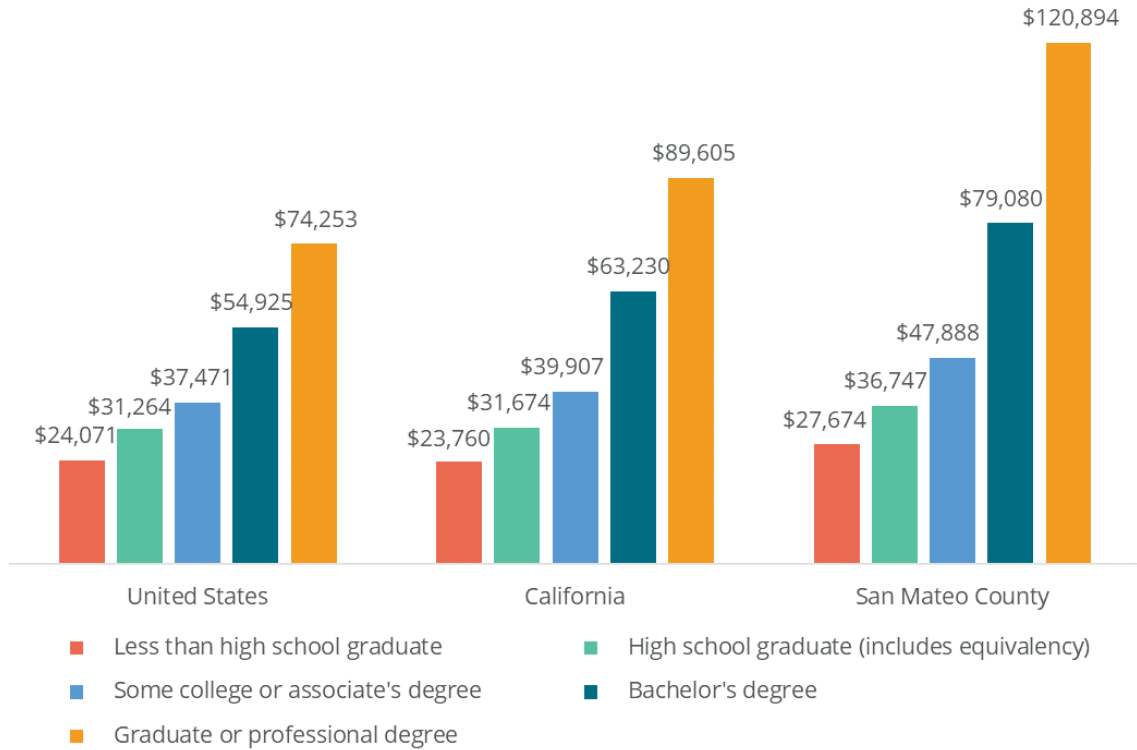
Note:
 Cabrillo Unified and La Honda-Pescadero Unified are not included here because they do not report the data, likely due to small sample sizes.

Source:
 California Department of Education and Root Policy Research.



Gaps in college enrollment by race, ethnicity, disability status, or English learning have stark financial consequences for students in the long-term. Figure V-30 illustrates median annual earnings by educational attainment. College degrees are especially important in San Mateo County: those with a bachelor's degree in the county earn 115% more than those with a high school diploma. This gap is wider in San Mateo County than in other parts of California and nationwide. The differences between high-school graduate earnings and bachelor's degree earnings are around 100% in California and 76% in the US overall.

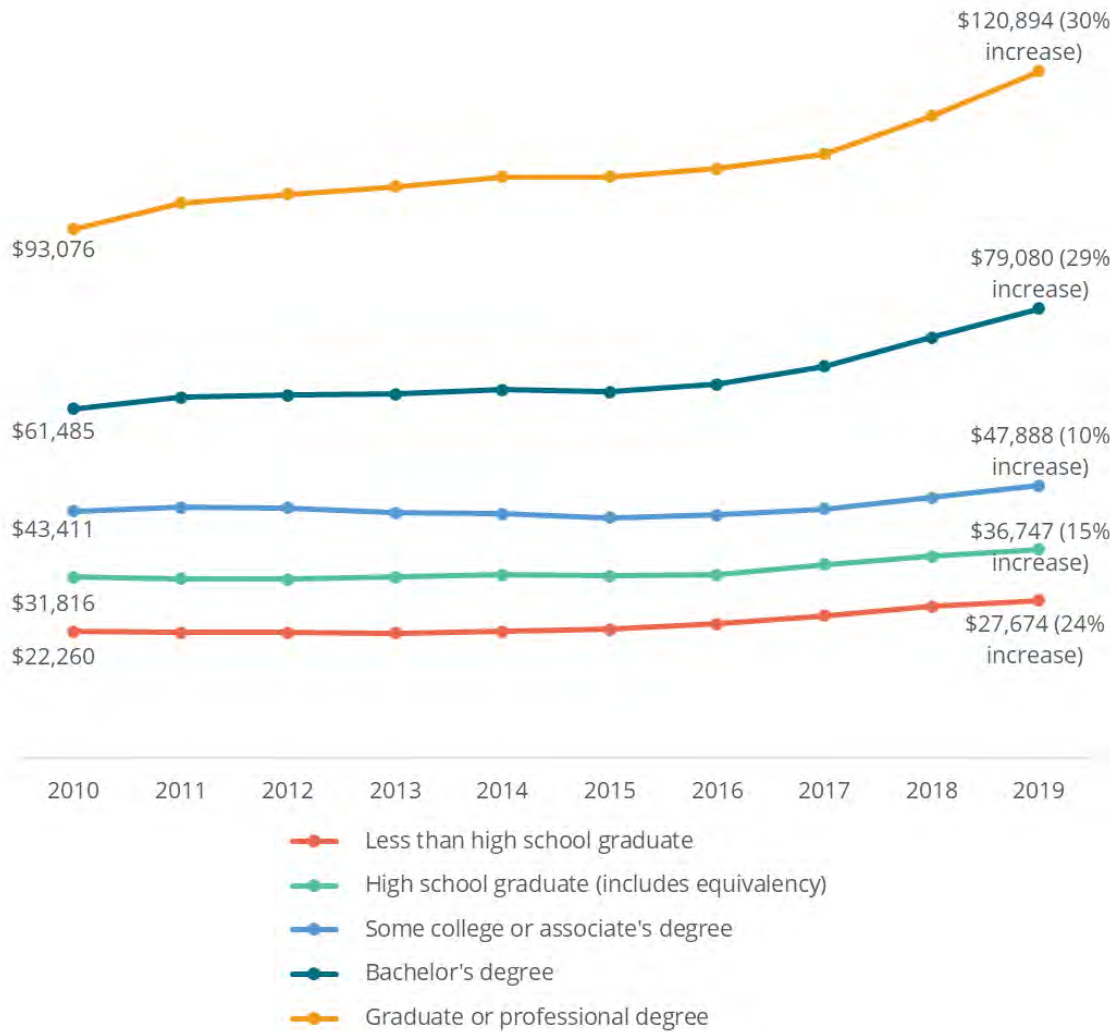
Figure V-30.
Median Annual Earnings by Educational Attainment, 2019



Source: 5-year 2019 American Community Surveys Data.

Unfortunately, the gap between high school graduates' and college graduates' earnings have been increasing in San Mateo County. As illustrated in Figure V-31, median earnings for high school graduates increased by just 15% over the last decade (from \$31,816 to \$36,747) while earnings for college graduates increased by 29% over the same period (from \$61,485 to \$79,080).

Figure V-31.
Median Annual Earnings by Educational Attainment in San Mateo County, 2010 to 2019



Source: 5-year American Community Surveys Data.

Because income disparities between college graduates and high school graduates have been increasing, it is increasingly important that school districts in San Mateo County address differences in college-going rates stratified by race, ethnicity, and extenuating circumstances.

Barriers to Success

Many students are unable to achieve academic success because of barriers in home and school. This section explores the available indicators of barriers to success, including chronic absenteeism and dropout rates. It also describes inequities in discipline rates by

race and ethnicity, which has been linked both to discrimination by education professionals as well as a major barrier to students' future success.

Chronic absenteeism. Academic studies have found that if a student is chronically absent, it reduces their math and reading achievement outcomes, educational engagement, and social engagement.¹² Chronic absenteeism also has spillover effects and negatively impacts students who themselves are not chronically absent. For instance, one study found that students suffer academically from having chronically absent classmates—as exhibited across both reading and math testing outcomes.¹³

Students are considered chronically absent if they were absent for 10% or more of the days during a school year. Note, however, students are exempt from chronic absenteeism calculations if they receive instruction through a home or hospital instructional setting, are attending community college full-time, or were not expected to attend more than 31 days.

In the county overall, 10% of students were chronically absent during the 2018-2019 school year.¹⁴ This is a slight increase from the 2016-2017 school year, where just 9% of students overall were chronically absent.

Chronic absenteeism rates were higher in districts with a large number of students experiencing economic and housing precarity. For instance, Ravenswood Elementary, which has a 30% rate of homelessness among students, had one of the higher rates of chronic absenteeism at 16%. La Honda-Pescadero and Sequoia Union high school districts also had high rates of chronically absent students at 16% and 17%, respectively.

When disaggregating by race and ethnicity, just 3% of Asian students were chronically absent, and 7% of White and Filipino students were chronically absent. On the other end of the spectrum, Pacific Islander students (26%), Black/African American students (18%), and Hispanic students (15%) had notably higher rates of chronic absenteeism than the overall student population (10%). Chronic absenteeism among Pacific Islander students has increased in recent years, as illustrated in Figure V-32.

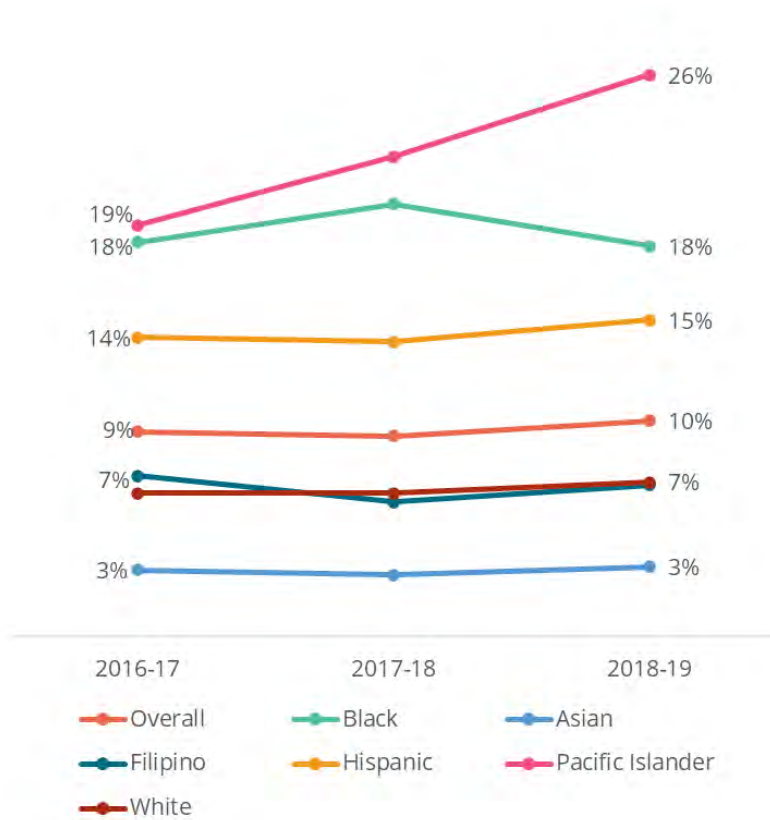
¹² Gottfried, Michael A. "Chronic absenteeism and its effects on students' academic and socioemotional outcomes." *Journal of Education for Students Placed at Risk (JESPAR)* 19.2 (2014): 53-75.

¹³ Gottfried, Michael A. "Chronic absenteeism in the classroom context: Effects on achievement." *Urban Education* 54.1 (2019): 3-34.

¹⁴ Because of the physical school closures during the COVID-19 pandemic, the California Department of Education determined that 2019–2020 absenteeism data are not valid, therefore, we present data from the 2018-2019 school year.

**Figure V-32.
Chronic
Absenteeism by
Race/Ethnicity,
2016-2017 to 2018-
2019**

Source: California Department of
Education and Root Policy
Research



Chronic absenteeism among Pacific Islander students was especially pronounced in San Mateo-Foster City school district where there was a 26 percentage point gap between chronic absenteeism rates for Pacific Islander students (32%) and the overall student body (6%). Other districts had similarly large gaps, including San Bruno Park Elementary (20 percentage points) and South San Francisco Unified (18 percentage points).

Some districts had larger gaps in absenteeism rates between Black/African American students and the overall population. For instance, in San Carlos Elementary, 4% of the overall student body is chronically absent compared to 27% of Black/African American students— a 23 percentage point gap. Jefferson Elementary school district had a 17 percentage point gap between their overall chronic absenteeism rate (12%) and their chronic absenteeism rate among Black/African American students (28%).

Among White students, Bayshore Elementary School District was a major outlier, where 46% of White students were chronically absent compared to just 12% of the total student population. However, it is important to note that this represents a very small sample of White students: just 3% of students at Bayshore Elementary are White, one of lowest in the county.

Figure V-33.
Chronic Absenteeism by District and Race/Ethnicity, 2018-2019

School District	Total	Asian	Black	Filipino	Hispanic	Pacific Islander	White
Unified School Districts							
Cabrillo Unified	10%	5%	(no data)	5%	11%	(no data)	10%
La Honda-Pescadero	16%	(no data)	(no data)	(no data)	14%	(no data)	18%
South San Francisco	13%	4%	16%	7%	17%	31%	12%
High & Elementary School Districts							
Jefferson Union High School	15%	8%	22%	11%	22%	18%	15%
Bayshore Elementary	12%	5%	12%	0%	18%	19%	46%
Brisbane Elementary	12%	3%	(no data)	12%	17%	(no data)	17%
Jefferson Elementary	12%	5%	28%	6%	13%	25%	23%
Pacifica	7%	4%	12%	6%	9%	21%	7%
San Mateo Union High School	10%	3%	18%	4%	17%	21%	9%
Burlingame Elementary	5%	2%	15%	5%	10%	20%	5%
Hillsborough Elementary	4%	1%	(no data)	4%	4%	(no data)	6%
Millbrae Elementary	10%	3%	6%	17%	16%	26%	14%
San Bruno Park Elementary	12%	5%	10%	4%	14%	32%	9%
San Mateo-Foster City	6%	2%	9%	2%	10%	32%	4%
Sequoia Union High School	17%	6%	23%	8%	23%	33%	10%
Belmont-Redwood Shores	5%	3%	8%	5%	12%	17%	5%
Las Lomas Elementary	4%	2%	0%	(no data)	7%	(no data)	3%
Menlo Park City Elementary	3%	1%	8%	7%	5%	14%	3%
Portola Valley Elementary	4%	0%	(no data)	(no data)	6%	(no data)	3%
Ravenswood City Elementary	16%	0%	20%	(no data)	15%	24%	21%
Redwood City Elementary	10%	2%	19%	3%	12%	18%	4%
San Carlos Elementary	4%	2%	27%	8%	7%	(no data)	3%
Woodside Elementary	8%	0%	0%	(no data)	12%	(no data)	7%
Total	10%	3%	18%	7%	15%	26%	7%

Source: California Department of Education and Root Policy Research

In most districts, chronic absenteeism is higher among students with disabilities. In fact, only Bayshore Elementary's students with disabilities had a lower rate of chronic absenteeism than the overall student body. In all other districts, students with disabilities were more likely to be chronically absent than the overall student population. This was particularly true in Sequoia Union High School District, Jefferson Union High School District, and San Mateo Union High School District, which had gaps between the overall

absenteeism rate and the absenteeism rate among students with disabilities of 13, 12, and 11 percentage points, respectively.

Rates of chronic absenteeism were also higher among English learners than the general population in most districts (with the exception of Ravenswood City Elementary and Jefferson Elementary). Woodside Elementary and Sequoia Union High School districts both had 14 percentage point gaps between absenteeism rates of English learners and the overall student body.

In every school district where the data are available, foster youth had higher rates of chronic absenteeism than the overall population. This was especially true in Sequoia Union High School District, where 63% of foster youth were chronically absent compared to just 17% of the overall student body.

Similarly, in almost all districts with available data, students experiencing homelessness had higher rates of chronic absenteeism than the overall student body. The chronic absenteeism rate among students experiencing homelessness was highest in Burlingame Elementary at 64%.

Migrant students were chronically absent at rates similar to or lower than the total student body in all districts with reported data.

Figure V-34.
Chronic Absenteeism by District and Extenuating Circumstance, 2018-2019

School District	Total	English Learners	Experiencing homelessness	Migrant	Foster Youth	With Disabilities
Unified School Districts						
Cabrillo Unified	10%	12%	23%	9%	(no data)	18%
La Honda-Pescadero	16%	16%	(no data)	(no data)	(no data)	22%
South San Francisco	13%	14%	47%	13%	49%	18%
High & Elementary School Districts						
Jefferson Union High School	15%	27%	33%	(no data)	36%	28%
Bayshore Elementary	12%	19%	(no data)	(no data)	(no data)	11%
Brisbane Elementary	12%	18%	(no data)	(no data)	(no data)	18%
Jefferson Elementary	12%	10%	21%	(no data)	24%	16%
Pacifica	7%	11%	(no data)	(no data)	(no data)	14%
San Mateo Union High School	10%	21%	50%	(no data)	53%	21%
Burlingame Elementary	5%	8%	64%	(no data)	(no data)	12%
Hillsborough Elementary	4%	6%	(no data)	(no data)	(no data)	8%
Millbrae Elementary	10%	12%	5%	(no data)	(no data)	12%
San Bruno Park Elementary	12%	12%	(no data)	(no data)	18%	20%
San Mateo-Foster City	6%	8%	15%	(no data)	17%	13%
Sequoia Union High School	17%	31%	52%	16%	63%	29%
Belmont-Redwood Shores	5%	11%	(no data)	(no data)	(no data)	10%
Las Lomitas Elementary	4%	6%	(no data)	(no data)	(no data)	5%
Menlo Park City Elementary	3%	5%	(no data)	(no data)	(no data)	9%
Portola Valley Elementary	4%	3%	(no data)	(no data)	(no data)	9%
Ravenswood City Elementary	16%	16%	19%	17%	23%	21%
Redwood City Elementary	10%	12%	30%	6%	32%	16%
San Carlos Elementary	4%	8%	23%	(no data)	(no data)	11%
Woodside Elementary	8%	22%	(no data)	(no data)	(no data)	10%

Source: California Department of Education and Root Policy Research

Dropout rates. As previously indicated, workers without a high school degree have the lowest annual earnings compared to others at higher levels of educational attainment. In addition to the economic and housing precarity associated with low earnings, low earnings also often lead to increased incentives to participate in criminal activity. In fact, one study

suggest that high school dropouts are 3.5 times more likely than high school graduates to be imprisoned at some point during their lifetime.¹⁵ Another study found that raising the high school completion rate by one percent for all men ages 20 through 60 would save the US \$1.4 billion annually in crime related costs.¹⁶ Dropping out of high school also has adverse health costs: for instance, research has shown that high school dropouts are more likely to smoke and have a marijuana disorder in adulthood.¹⁷ For these reasons, reducing high school dropout rates in San Mateo County is pivotal to the health and economic prosperity of the community.

In this report, dropout rates shown for high school districts with available data and are defined as the percentage of cohort students who did not graduate with a regular high school diploma, did not complete high school, and are not still enrolled as a "fifth year senior".

In the 2019-2020 academic year, dropout rates were highest in Sequoia Union High School District, where 10% of students dropped out. This is similar to South San Francisco Unified, where 9% of students dropped out. In both these districts, and in Cabrillo Unified, dropout rates have increased since 2016-2017.

Dropout rates have decreased by one percentage point over the same period in San Mateo Union High School District, from 5% to 4%. Jefferson Union had the lowest dropout rate in the county at just 3%, which after slightly higher rates in 2017-18 and 2018-19, is the same as its 2016-2017 rate.

¹⁵ Monrad, Maggie. "High School Dropout: A Quick Stats Fact Sheet." National High School Center (2007).

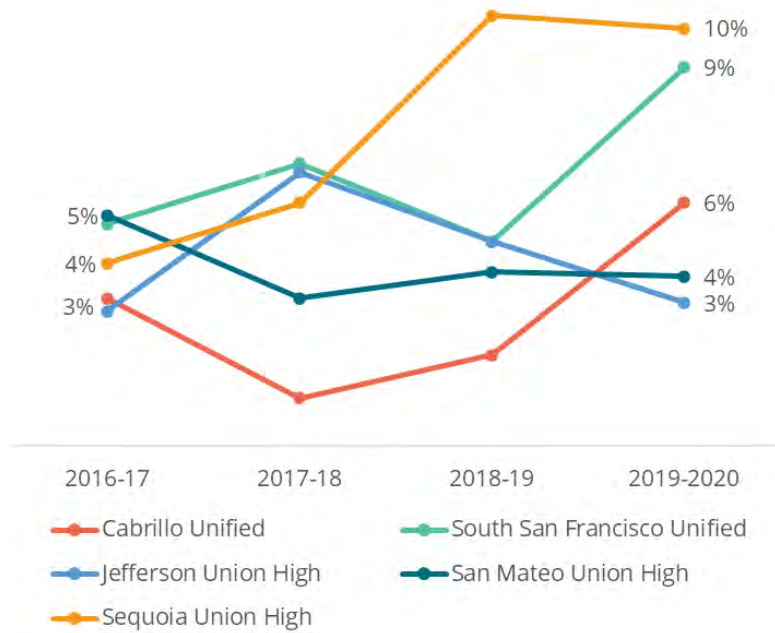
¹⁶ U.S. Department of Justice, Bureau of Justice Statistics. (2002). Correctional populations in the United States, 1998 (NCJ-192929). Washington: U.S. Government Printing Office.

¹⁷ Gonzalez, Jennifer M. Reingle, et al. "The long-term effects of school dropout and GED attainment on substance use disorders." Drug and alcohol dependence 158 (2016): 60-66.

Figure V-35.
Dropout Rates by
District, 2016-2017 to
2019-2020

Note: La Honda-Pescadero Unified School District is excluded from these data.

Source: California Department of Education and Root Policy Research

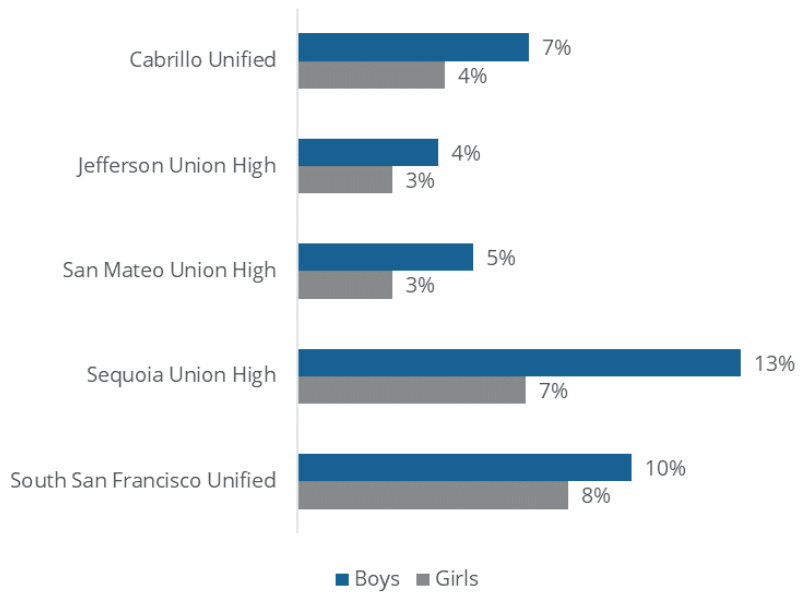


In all school districts in the county, dropout rates are higher for boys than for girls. Jefferson Union had the smallest gender gap, where 3% of girls dropped out and 4% of boys dropped out. Sequoia Union had the widest gender gap, where 13% of boys dropped out compared to just 7% of girls.

Figure V-36.
Dropout Rates by
Gender, 2019-2020

Note: La Honda-Pescadero Unified School District is excluded from these data.

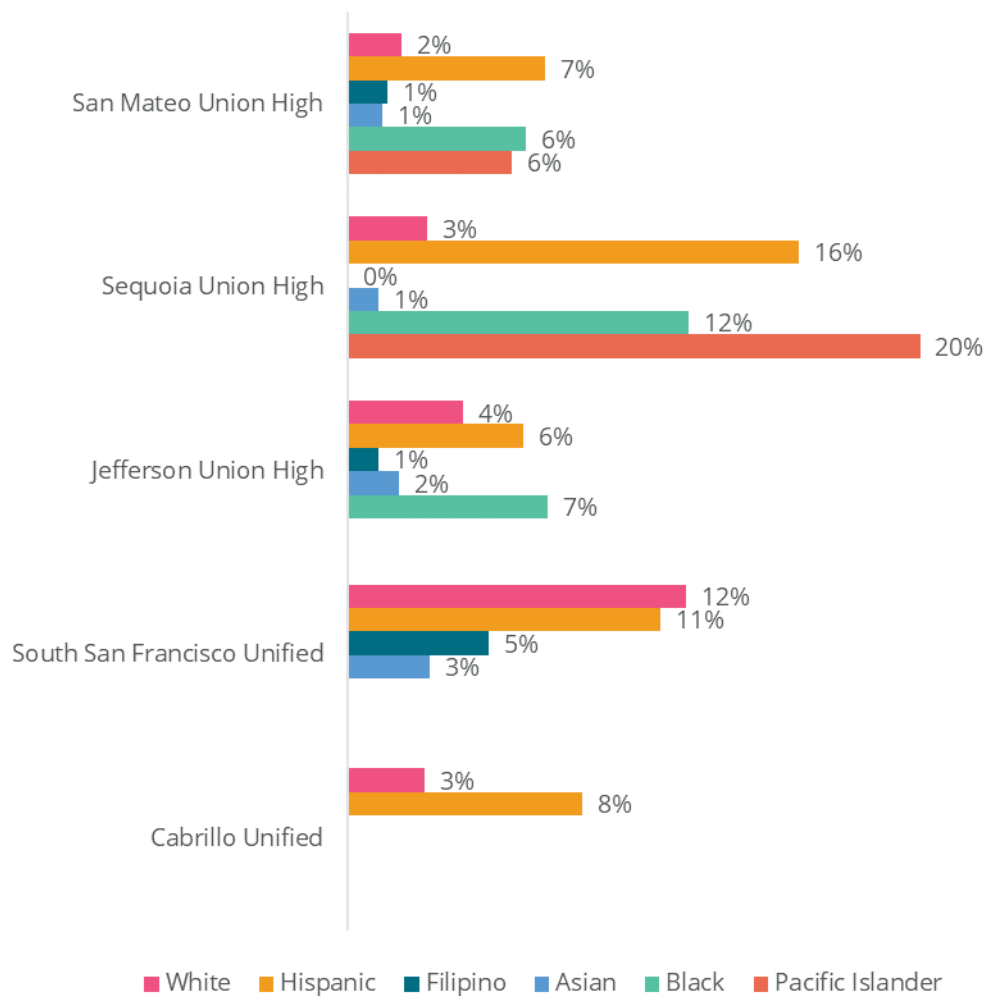
Source: California Department of Education and Root Policy Research



Pacific Islander, Black/African American, and Hispanic students in the county often had higher dropout rates than those in other racial and ethnic groups.

- In Sequoia Union High School District, dropout rates were highest among Pacific Islander students, where 20% dropped out in the 2019-2020 academic year. Dropout rates were also especially high among Hispanic and Black/African American students in Sequoia Union, at 16% and 12% respectively.
- In districts with lower dropout rates, for instance, Jefferson Union, the highest dropout rates still found among Black/African American (7%) and Hispanic students (6%).
- Notably, however, in South San Francisco Unified, White students were more likely to drop out than any other racial or ethnic group. In fact, 12% of White students dropped out compared to 11% of Hispanic students, 5% of Filipino students, and 3% of Asian students. Data for Black/African American and Pacific Islander students were not available for South San Francisco Unified due to small sample sizes.

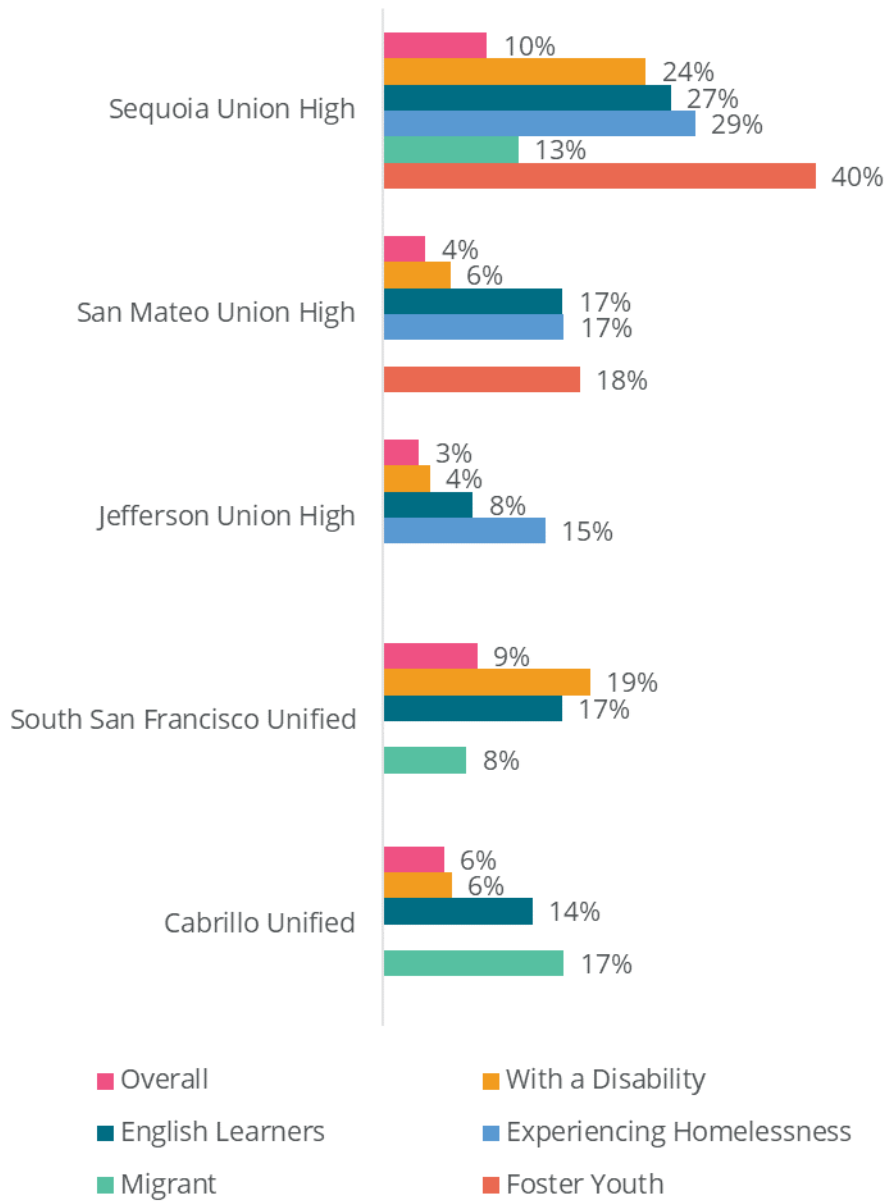
Figure V-37.
Dropout Rates by Race, 2019-2020



In all school districts in the county, students with disabilities, students experiencing homelessness, foster youth, and students learning English had higher dropout rates than the overall population.

- Among students with disabilities, the highest dropout rate was in Sequoia Union, where 24% dropped out. The gap between overall dropout rates and dropout rates among students with disabilities was wide in Sequoia Union at 14 percentage points.
- Cabrillo Unified, on the other hand, had less than a one percentage point gap between the dropout rate of overall students (6%) and students with disabilities (6%).
- Among students learning English, Sequoia Union had the highest dropout rate at 27%, while Jefferson Union had the lowest dropout rate at 8%.
- Sequoia Union also had the highest rate of dropout among students experiencing homelessness at 29% while Jefferson Union, again, had the lowest at 15%.
- Foster Youth in Sequoia Union had an exceptionally high dropout rate at 40%. San Mateo Union is the only other district in the county which reported these data in 2019-2020, and found only 18% of foster youth dropped out.
- Migrant students at South San Francisco Unified actually dropped out at a rate slightly lower than the general student body: just 8% of migrant students dropped out compared to 9% of the overall student body. However, those in Cabrillo Unified were 11 percentage points more likely than the total student body to dropout.

Figure V-38.
Dropout Rates by Extenuating Circumstance, 2019-2020



Source: California Department of Education and Root Policy Research

Disproportionate discipline rates. Strict discipline policies may stigmatize suspended students and expose them to the criminal justice system at a young age, setting them up for limited economic and social success down the line. Research has found that suspensions not only negatively affect the suspended students, but also their peers.

Students in schools with higher suspension rates are more likely to drop out of school and less likely to attend a four-year college.¹⁸

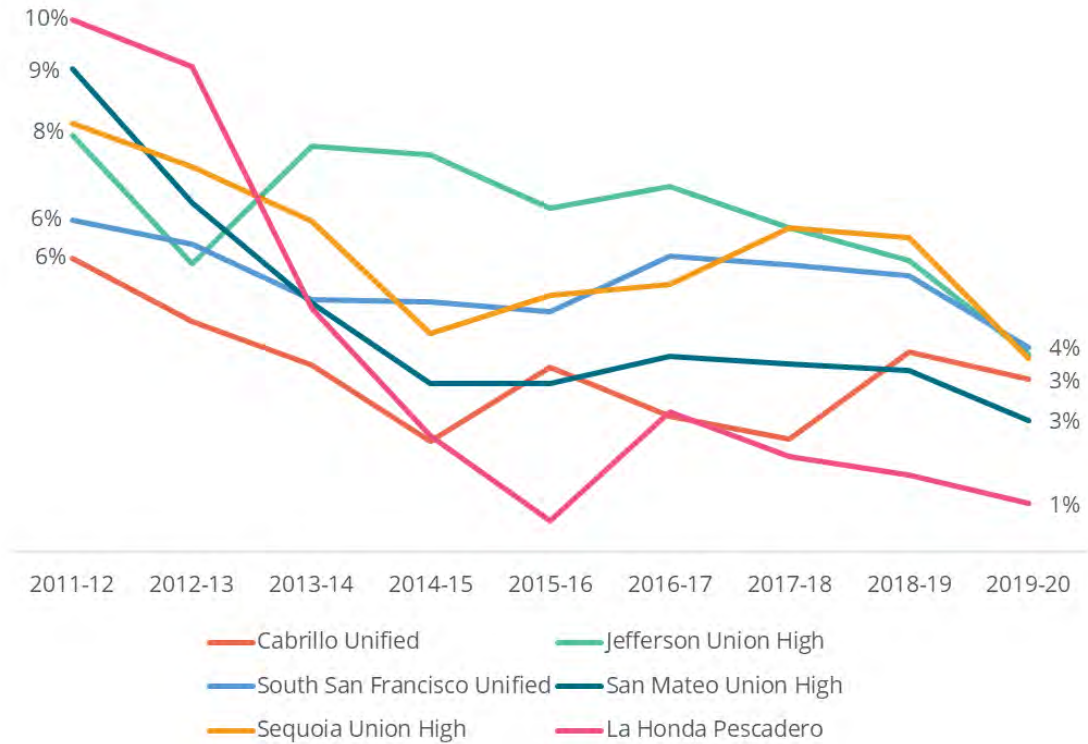
Other academic studies have found that students from African American and Latino families are more likely than their White peers to receive expulsion or out of school suspension as consequences for the same or similar problem behavior.¹⁹ This means that Black/African American and Hispanic students suffer more of the economic and social consequences than their White peers for the same behaviors.

Luckily, in every high school district in San Mateo County, suspension rates have decreased since 2011-2012. La Honda-Pescadero School District experienced the largest decrease: it was the district with the highest suspension rate in 2011-2012 at 10%, but now has the lowest suspension rate at just 1% in 2019-2020. San Mateo Union also experienced a rapid decrease in suspension rates over the same period, with a rate of 9% in 2011-2012 to a rate of 3% in 2019-2020.

¹⁸ Bacher-Hicks, Andrew, Stephen B. Billings, and David J. Deming. The school to prison pipeline: Long-run impacts of school suspensions on adult crime. No. w26257. National Bureau of Economic Research, 2019.

¹⁹ Skiba, Russell J., et al. "Race is not neutral: A national investigation of African American and Latino disproportionality in school discipline." *School Psychology Review* 40.1 (2011): 85-107.

Figure V-39.
Suspension Rates, 2011-2012 to 2019-2020



Source: California Department of Education and Root Policy Research

In many school districts across San Mateo County, Hispanic students are disciplined at disproportionately higher rates compared to their peers. Figure V-40 compares each racial/ethnic group’s share of suspensions to their share of the overall student population.

- In all districts except for La Honda-Pescadero, Hispanic students make up a larger share of suspensions than their overall share of the student body. For instance, in San Mateo Union, 34% of students are Hispanic, but 66% of suspended students are Hispanic, making a 32 percentage point overrepresentation gap.
- In most districts, Black and Pacific Islander students are also overrepresented in terms of suspension rates, but these rates are slight compared to those of Hispanic students. For instance, in Sequoia Union, just 2% of the student body identified as Pacific Islander but 8% of suspended students were Pacific Islander.
- Asian and Filipino students were *underrepresented* in terms of suspension rates. For example, in Jefferson Union High School District, 31% of students identified as Filipino but just 10% of suspended students were Filipino, a 21 percentage point gap. In San

Mateo Union High School, 22% of students identified as Asian but just 5% of suspended students were Asian, a 17 percentage point gap.

- White students were also underrepresented in discipline rates in most districts except for La Honda-Pescadero, where they were overrepresented by 30 percentage points. They were substantially underrepresented in Cabrillo Unified (with a gap of 21 percentage points) and Sequoia Union (18 percentage points).

Figure V-40.
Suspension Rates by Race and Ethnicity, 2019-2020

School District	Cabrillo Unified	Jefferson Union High	La Honda-Pescadero	San Mateo Union High	Sequoia Union High	South San Francisco Unified
Asian Students						
Share of Student Body	1%	14%		22%	9%	13%
Share of Suspensions	1%	7%		5%	1%	3%
Gap	0%	-7%		-17%	-8%	-10%
Black Students						
Share of Student Body		1%		1%	3%	1%
Share of Suspensions		5%		1%	6%	2%
Gap		4%		0%	3%	1%
Filipino Students						
Share of Student Body	1%	31%		6%	2%	23%
Share of Suspensions	0%	10%		2%	0%	9%
Gap	-1%	-21%		-4%	-2%	-14%
Hispanic Students						
Share of Student Body	52%	32%	61%	34%	41%	48%
Share of Suspensions	79%	46%	33%	66%	62%	69%
Gap	27%	14%	-28%	32%	21%	21%
Pacific Islander Students						
Share of Student Body		1%		2%	2%	2%
Share of Suspensions		4%		4%	8%	3%
Gap		3%		2%	6%	1%
White Students						
Share of Student Body	40%	14%	37%	26%	38%	7%
Share of Suspensions	19%	16%	67%	14%	20%	7%
Gap	-21%	2%	30%	-12%	-18%	0%

Notes: the percentage of suspensions and shares of racial groups do not sum to 100% because we exclude students with no reported race, with more than one reported race, where districts did not report racial/ethnic data due to small sample sizes. Gaps of 15 percentage points or more are highlighted.

Source: California Department of Education and Root Policy Research

Staff demographics. Diversity of school staff has been shown to improve outcomes for students of color. For instance, one recent study found that students are less likely to be removed from school as punishment when they and their teachers are the same race. This effect is driven almost entirely by black students, especially black boys, who are markedly less likely to be subjected to exclusionary discipline when taught by black teachers. There is little evidence of any benefit for white students of being matched with white teachers.²⁰ Other research in California has found that, when students have a teacher of their race, they are more likely to attend class, therefore reducing chronic absenteeism.²¹ Even more studies have found that having a teacher of a student's own race substantially improves their math and reading achievement.²²

In San Mateo County, the demographics of faculty and staff are fairly similar to that of its students. Figure V-41 illustrates the share of the county's faculty and staff who are Asian, Black/African American, Hispanic, Filipino, Pacific Islander, and White, and compares those shares to the racial/ethnic breakdown of the county's student body.

There is a slightly larger share of White and Black/African American staff than students, meaning that Black/African American and White student groups are more likely to interact with same-race staff and faculty than other racial groups. Asian students are less likely to interact with a same-race staff of faculty member: 17% of the student body is Asian compared to just 8% of staff and faculty.

²⁰ Lindsay, Constance A., and Cassandra MD Hart. "Teacher race and school discipline: Are students suspended less often when they have a teacher of the same race?" *Education Next* 17.1 (2017): 72-79.

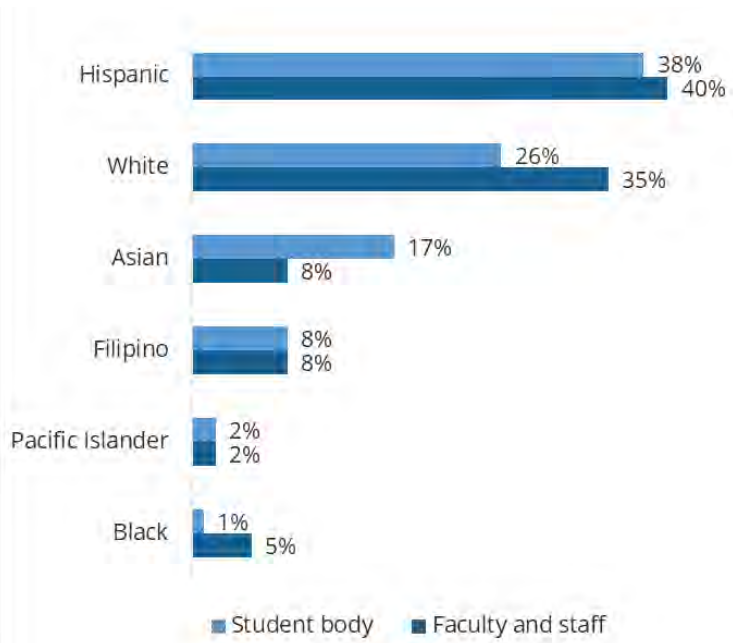
²¹ Gottfried, Michael, J. Jacob Kirksey, and Tina L. Fletcher. "Do High School Students With a Same-Race Teacher Attend Class More Often?" *Educational Evaluation and Policy Analysis* (2021): 01623737211032241.

²² Dee, T. S. (2004). Teachers, race, and student achievement in a randomized experiment. *Review of economics and statistics*, 86(1), 195-210.

**Figure V-41.
Staff and Student
Demographics,
2020-2021**

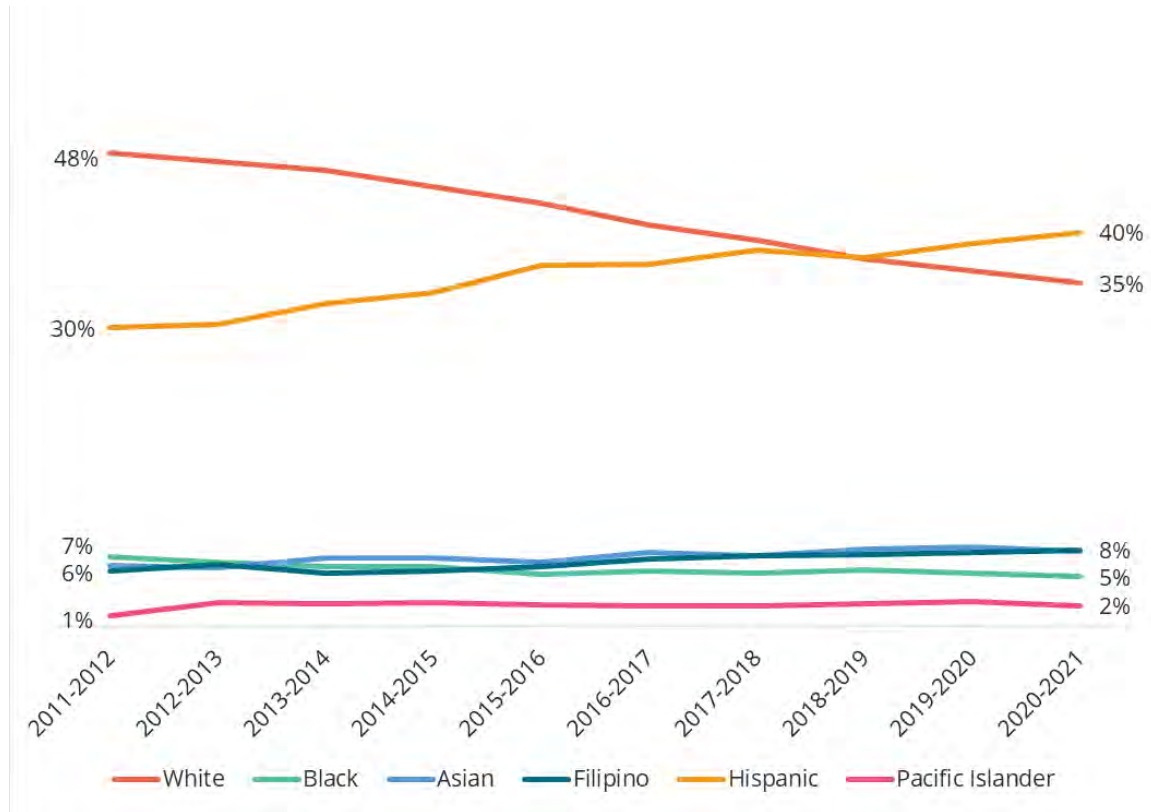
Notes: Percentages do not always sum to 100% because we do not show shares of staff with no reported race, with more than one reported race, or Native American staff.

Source: California Department of Education and Root Policy Research



Since 2011-2012, the county’s school districts have diversified in that there has been a 13 percentage point decrease in the share of White faculty and staff and a 10 percentage point increase in Hispanic faculty and staff. However, there has been a slight decrease (by two percentage points) in the share of faculty and staff who identify as Black/African American. There has been a two percentage point increase in the share of Asian and Filipino faculty and staff, and a one percent increase in the share of Pacific Islander faculty and staff.

Figure V-42.
Faculty and Staff Demographics, 2011-2012 to 2020-2021



Notes: Percentages do not always sum to 100% because we do not show shares of staff with no reported race, with more than one reported race, or Native American staff.

Source: California Department of Education and Root Policy Research

Figure V-43 illustrates faculty and staff racial and ethnic diversity for the 2020-2021 school year by district.

- Portola Valley has the least diverse faculty and staff in the county, with 59% identifying as White.
- Ravenswood Elementary has the most diverse faculty and staff: the district has the highest share of Pacific Islander (5%), Black/African American (12%) and Hispanic (72%) faculty and staff.
- South San Francisco Unified School District has the highest share of Asian faculty and staff at 14%.
- Brisbane Elementary and Jefferson Elementary have the highest shares of Filipino faculty and staff at 28%.

Figure V-43.
Faculty and Staff Race/Ethnicity, by District, 2020-2021

School District	Asian	Black	Filipino	Hispanic	Pacific Islander	White
Unified School Districts						
Cabrillo Unified	0%	1%	1%	46%	0%	51%
La Honda-Pescadero	0%	5%	5%	39%	0%	51%
South San Francisco	14%	3%	16%	34%	2%	28%
High & Elementary School Districts						
Jefferson Union High School	3%	3%	13%	26%	1%	43%
Bayshore Elementary	13%	4%	17%	61%	0%	4%
Brisbane Elementary	7%	0%	28%	20%	4%	42%
Jefferson Elementary	13%	3%	28%	25%	0%	29%
Pacifica	7%	2%	8%	23%	2%	54%
San Mateo Union High School	11%	5%	6%	34%	3%	40%
Burlingame Elementary	8%	5%	11%	27%	3%	45%
Hillsborough Elementary	2%	1%	7%	20%	1%	55%
Millbrae Elementary	13%	3%	9%	25%	0%	48%
San Bruno Park Elementary	4%	2%	13%	26%	4%	48%
San Mateo-Foster City	13%	2%	7%	33%	3%	37%
Sequoia Union High School	2%	12%	2%	54%	4%	26%
Belmont-Redwood Shores	13%	2%	3%	39%	0%	42%
Las Lomitas Elementary	7%	7%	0%	42%	0%	42%
Menlo Park City Elementary	3%	1%	3%	28%	1%	40%
Portola Valley Elementary	4%	4%	0%	33%	0%	59%
Ravenswood City Elementary	2%	12%	1%	72%	5%	3%
Redwood City Elementary	4%	5%	2%	65%	1%	21%
San Carlos Elementary	8%	6%	3%	37%	1%	42%
Woodside Elementary	12%	8%	0%	30%	0%	49%
Total	8%	5%	8%	40%	2%	35%

Notes: Percentages do not always sum to 100% because we do not show shares of staff with no reported race, with more than one reported race, or Native American staff.

Source: California Department of Education and Root Policy Research

Figure V-44 illustrates the gap between faculty/staff representation and the student body. For instance, at San Bruno Park Elementary, 15% of the students are White while 48% of the faculty/staff are White, leaving a 33 percentage point gap.

If schools are striving for a distribution of faculty/staff that reflects the racial and ethnic distribution of their student body, the closer to a 0 percentage point gap, the better. Schools like San Bruno Park Elementary fall short of meeting this goal, in that there is a large overrepresentation of White faculty/staff compared to the student body. Many other districts have a large overrepresentation of White faculty/staff, including Millbrae Elementary (32 percentage point gap), Jefferson Union High School District (29 percentage point gap), and South San Francisco Unified School District (22 percentage points). There are just a few school districts where the share of White students is higher than the share of White faculty, particularly Woodside Elementary and Menlo Park City Elementary, both with a 15 percentage point gap.

Across most school districts, the share of Asian students is larger than the share of Asian faculty/staff. This suggests that Asian students are less likely than their peers to interact with a same-race teacher or staff member. The largest disparity is in Millbrae Elementary, where just 13% of the faculty identify as Asian compared to 46% of the student body, a 33 percentage point gap.

In many school districts, there is a dearth of Hispanic faculty and staff. For instance, in La Honda-Pescadero, 63% of students are Hispanic compared to 39% of faculty, a 24 percentage point gap. In other districts, however, there is a larger share of Hispanic faculty/staff than students. In Las Lomas Elementary, for instance, 13% of students are Hispanic and 42% of faculty/staff are Hispanic. Recall that Las Lomas Elementary commonly has high-performing English language learners students. This may be partly due to the district's large portion of Hispanic faculty/staff.

Though district wide there are approximately the same portions of Filipino students as there are faculty/staff, Jefferson Union High School stands out as a district where Filipino students are less likely to interact with a same-race teacher or staff member. In Jefferson Union, 29% of students are Filipino compared to just 13% of faculty/staff.

In all districts, there are only very small gaps in the share of students that identify as Pacific Islander and the share of faculty/staff that identify as Pacific Islander. All in all, they are represented in approximately equal proportions.

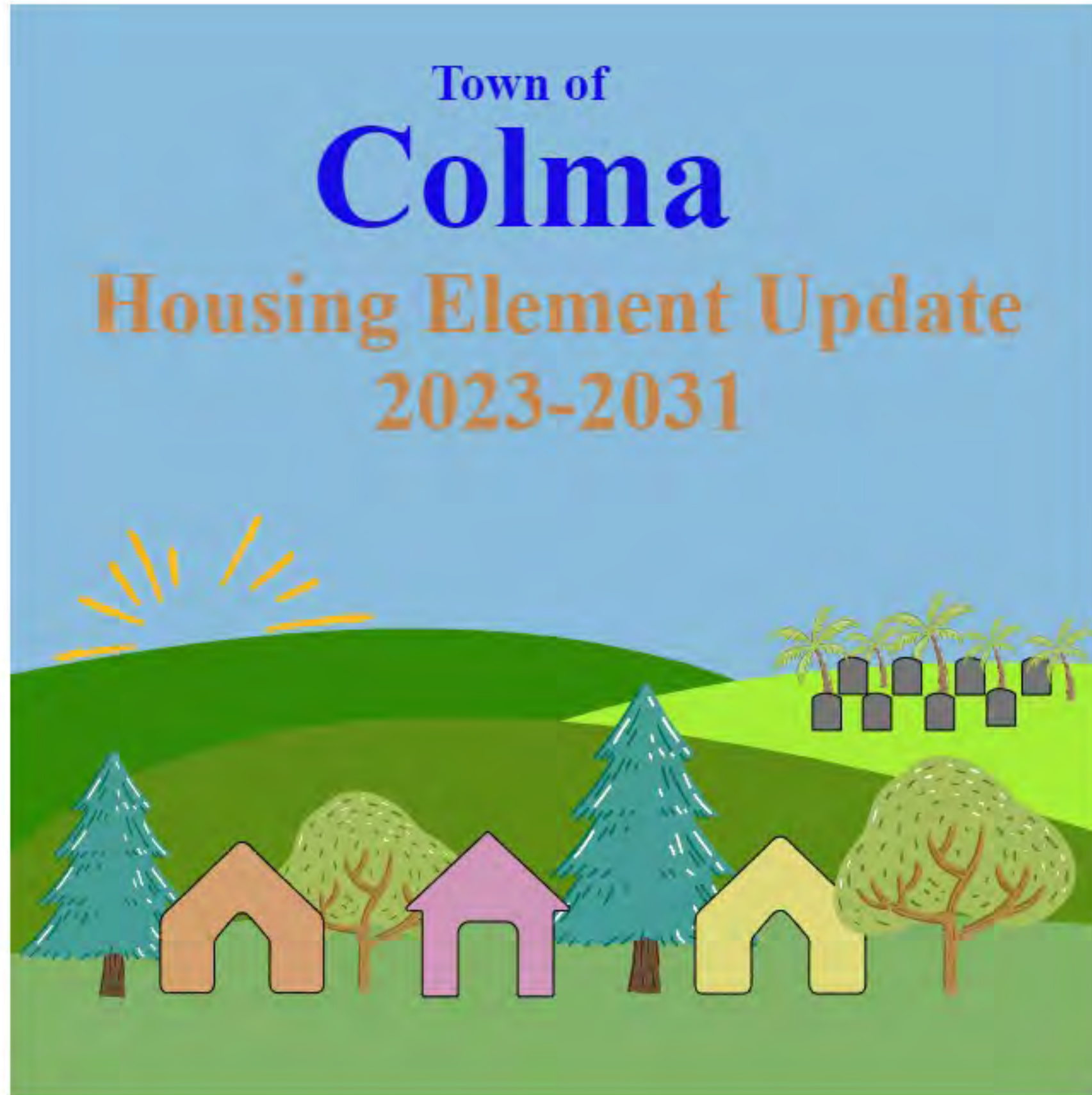
Figure V-44.
Difference Between Staff and Student Populations, by District, 2020-2021

School District	Asian	Black	Filipino	Hispanic	Pacific Islander	White
Unified School Districts						
Cabrillo Unified	-1%	1%	0%	-6%	0%	11%
La Honda-Pescadero	0%	5%	4%	-24%	0%	16%
South San Francisco	0%	2%	-7%	-14%	0%	22%
High & Elementary School Districts						
Jefferson Union High School	-12%	2%	-16%	-5%	0%	29%
Bayshore Elementary	-6%	1%	-4%	20%	-4%	1%
Brisbane Elementary	-13%	-1%	16%	-8%	4%	18%
Jefferson Elementary	-6%	1%	3%	-11%	-1%	18%
Pacifica	-1%	1%	-1%	-3%	2%	15%
San Mateo Union High School	-12%	4%	1%	2%	1%	12%
Burlingame Elementary	-19%	5%	8%	11%	3%	4%
Hillsborough Elementary	-30%	1%	5%	15%	1%	7%
Millbrae Elementary	-33%	2%	3%	5%	-2%	32%
San Bruno Park Elementary	-12%	1%	3%	-15%	-1%	33%
San Mateo-Foster City	-13%	1%	4%	-4%	1%	16%
Sequoia Union High School	-7%	10%	1%	9%	2%	-9%
Belmont-Redwood Shores	-19%	1%	0%	27%	-1%	8%
Las Lomas Elementary	-11%	6%	-1%	29%	0%	-11%
Menlo Park City Elementary	-10%	0%	2%	11%	0%	-15%
Portola Valley Elementary	-2%	4%	0%	19%	0%	-7%
Ravenswood City Elementary	2%	7%	1%	-12%	-2%	2%
Redwood City Elementary	0%	4%	1%	-5%	0%	2%
San Carlos Elementary	-10%	5%	2%	23%	1%	-7%
Woodside Elementary	8%	6%	0%	14%	-1%	-15%
Total	-9%	4%	0%	2%	0%	9%

Notes: The figure shows percentage point gaps in student representation versus faculty/staff representation (calculated as the share of faculty/staff minus the share of students).

Source: California Department of Education and Root Policy Research

APPENDIX 5 - Colma Housing Outreach Survey and Results



**Colma is updating its
Housing Element. We
want to hear from
you!**





The State of California requires every jurisdiction to create a housing plan every 8 years. This current cycle was last updated in 2015.





Colma's Housing Element addresses current and future housing needs which includes the Town's "fair share" of the regional housing need (RHNA)



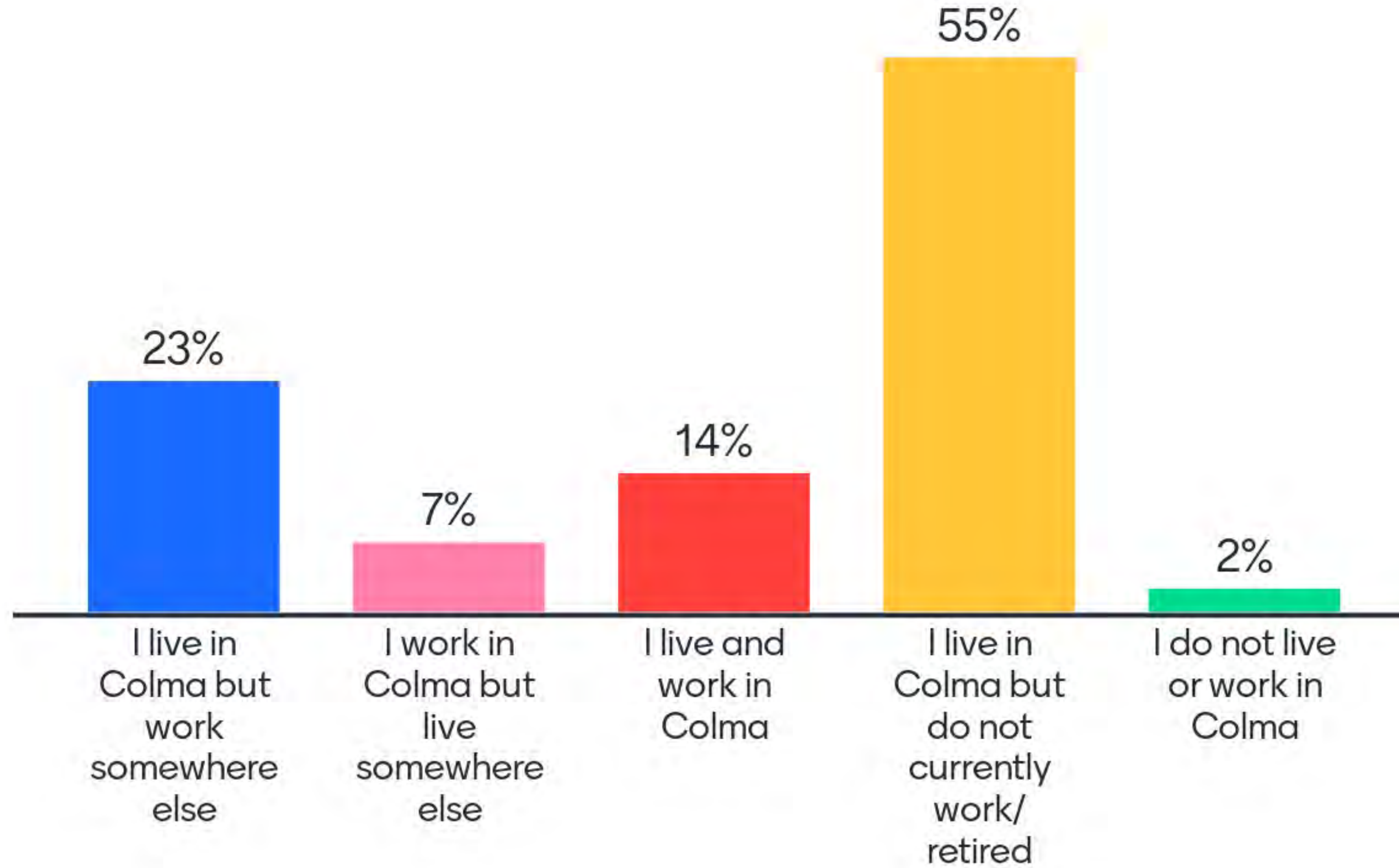


Goals of the 2023-2031 Housing Element Outreach:

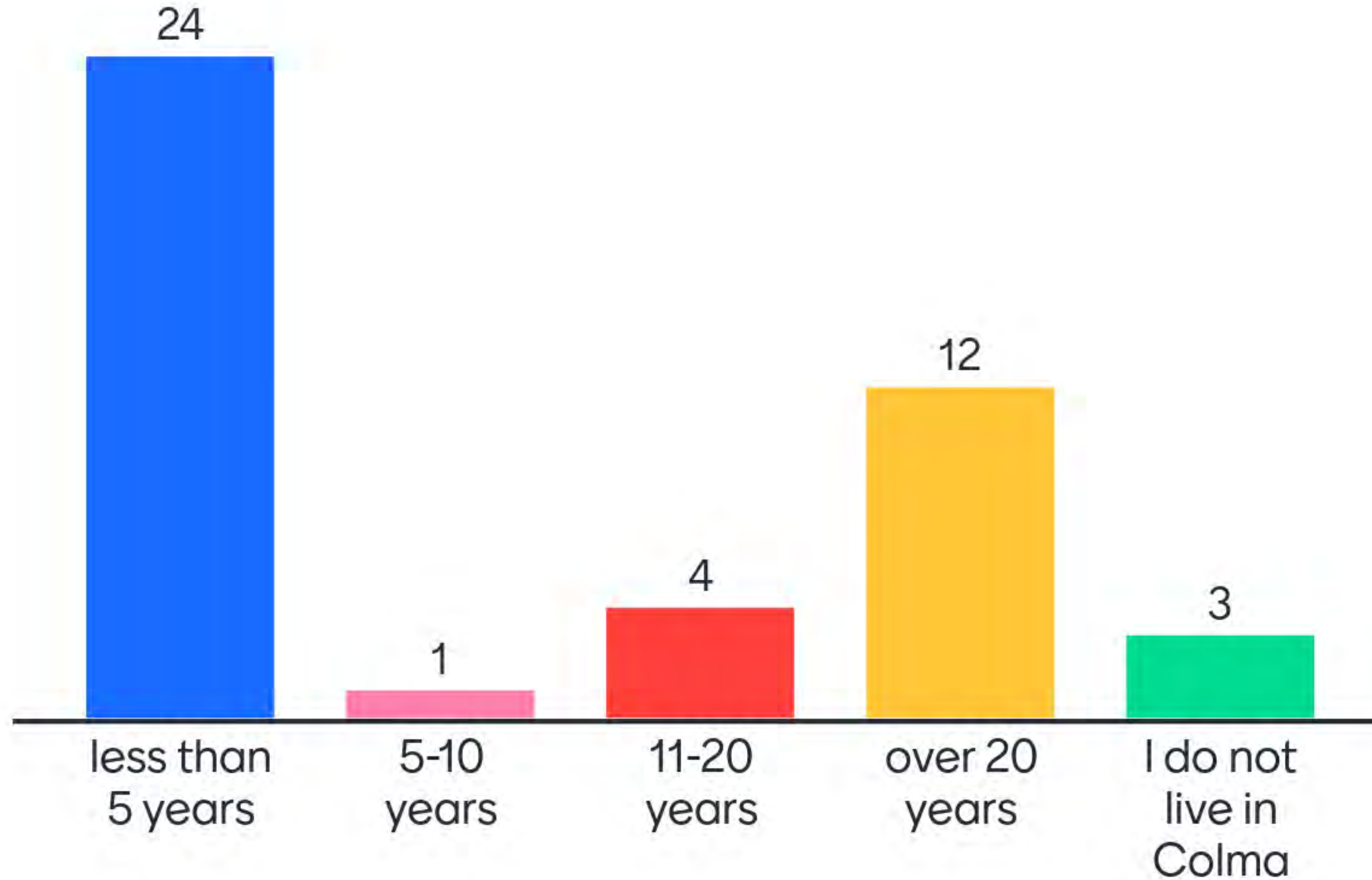
- Through public engagement, help define vision and needs for future housing development
- Evaluate progress from the previous Housing Element to help guide future programs and opportunities
- Create a housing plan that promotes equal housing opportunities for all



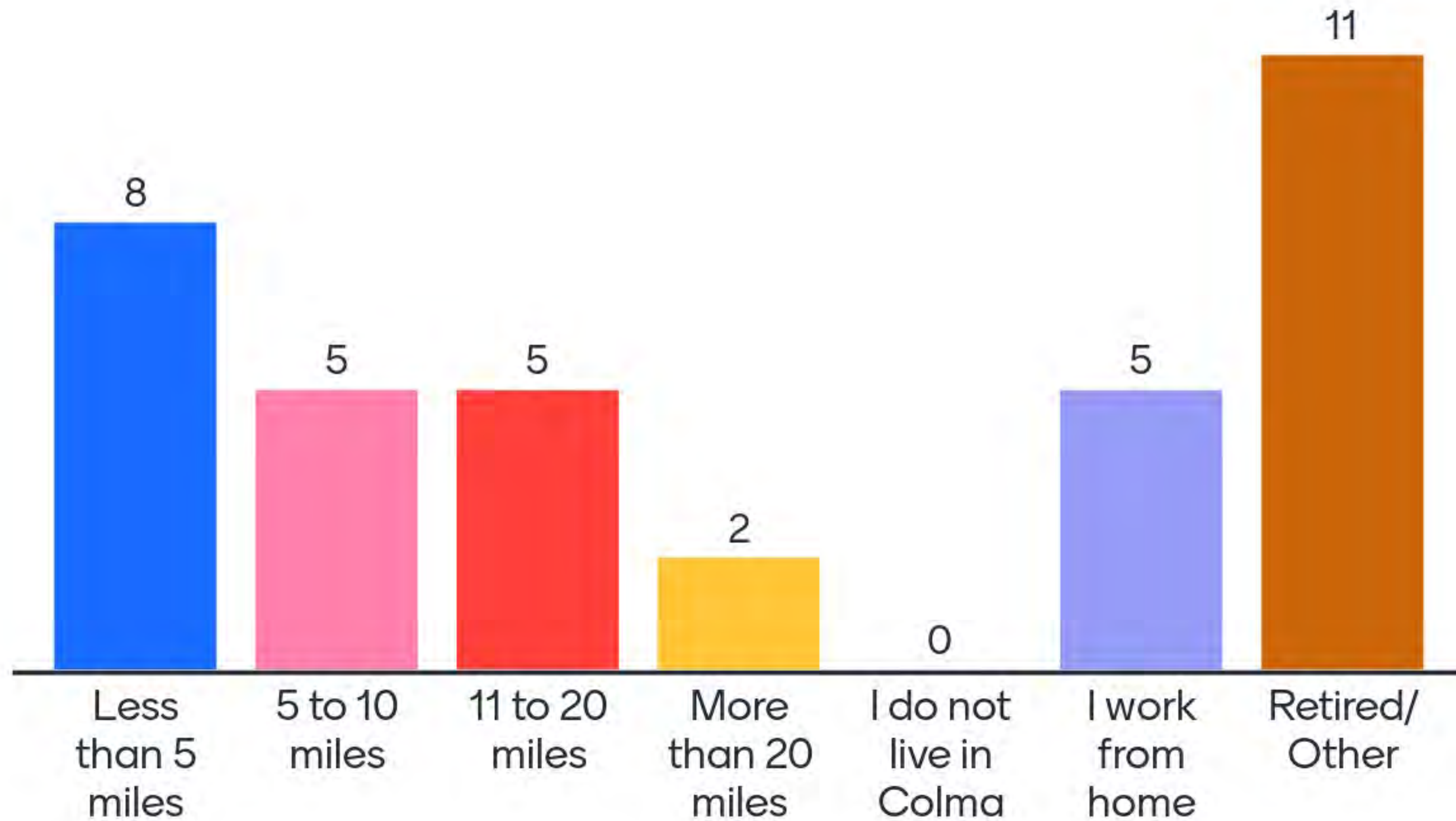
Do you live and/or work in Colma?



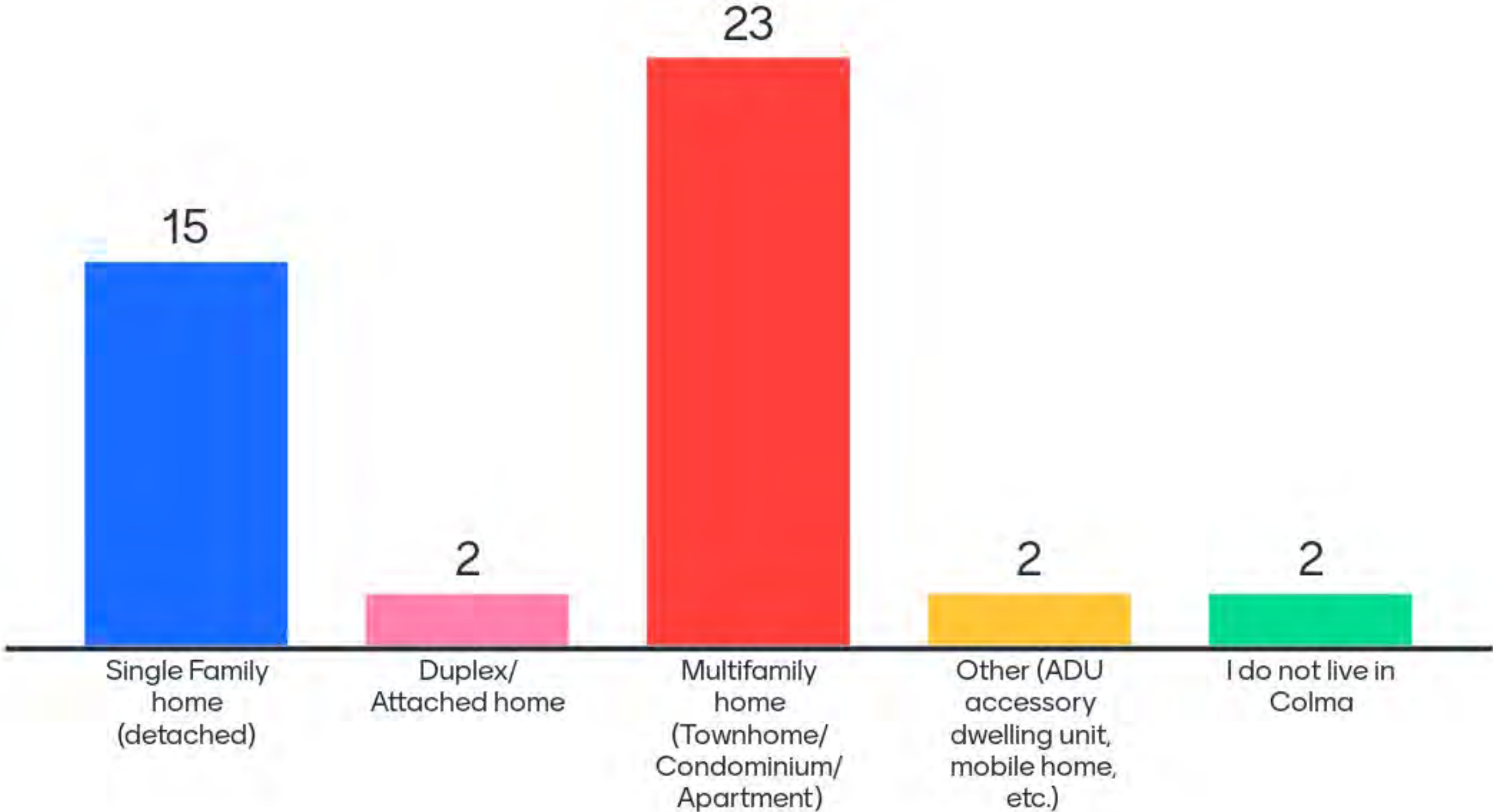
How long have you lived in Colma?



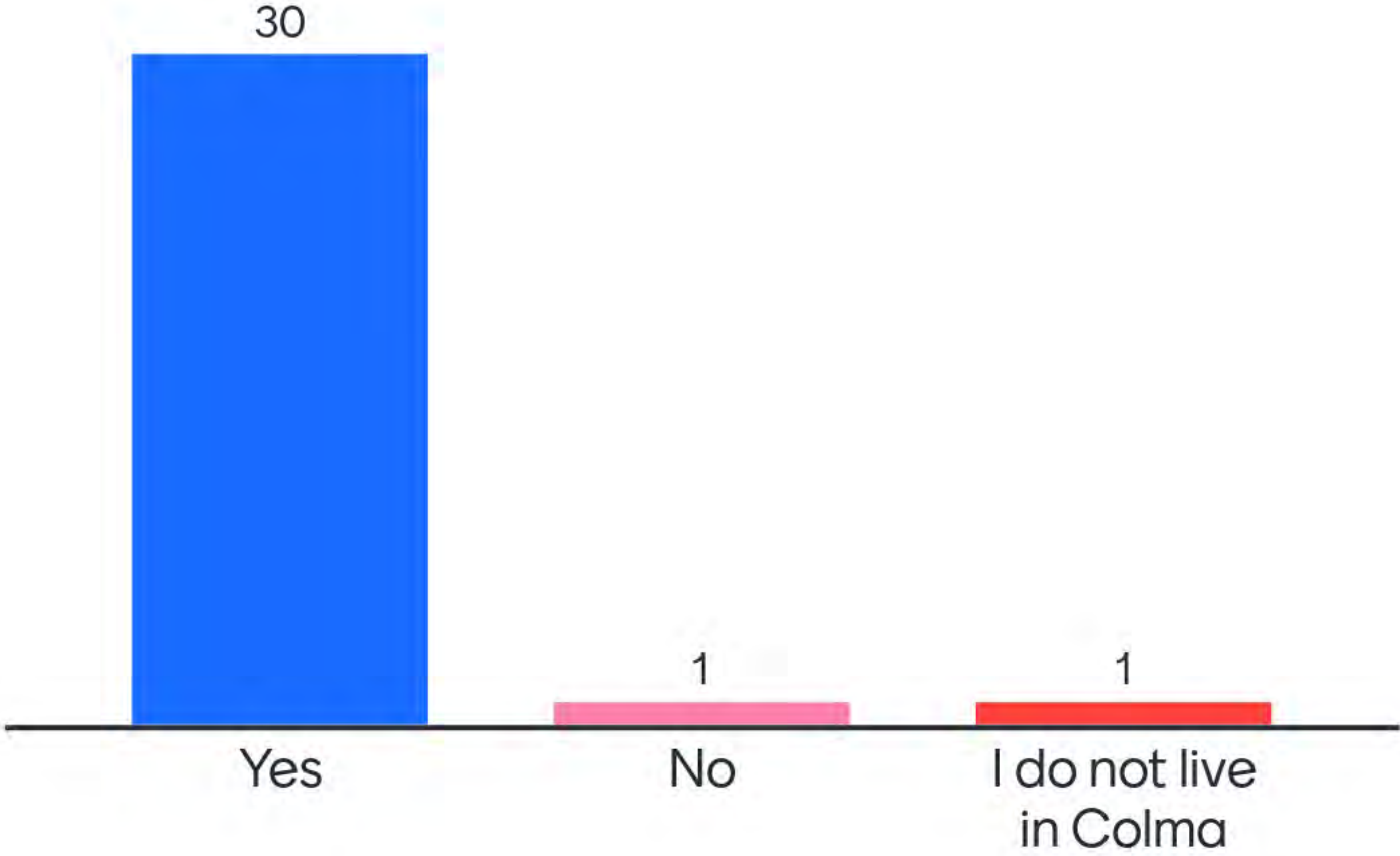
Approximately how long is your one way commute?



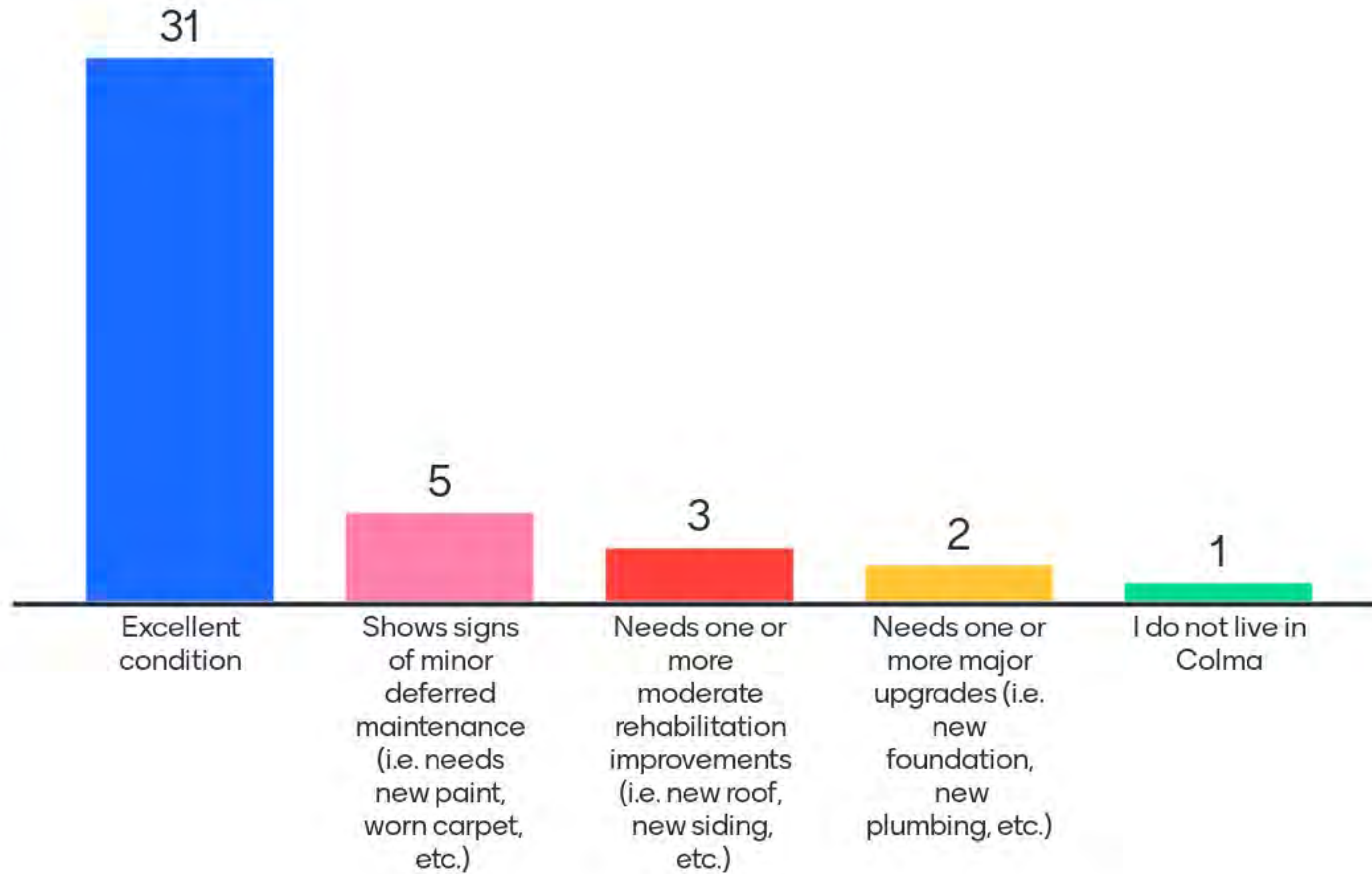
Select the type of housing that best describes your current home:



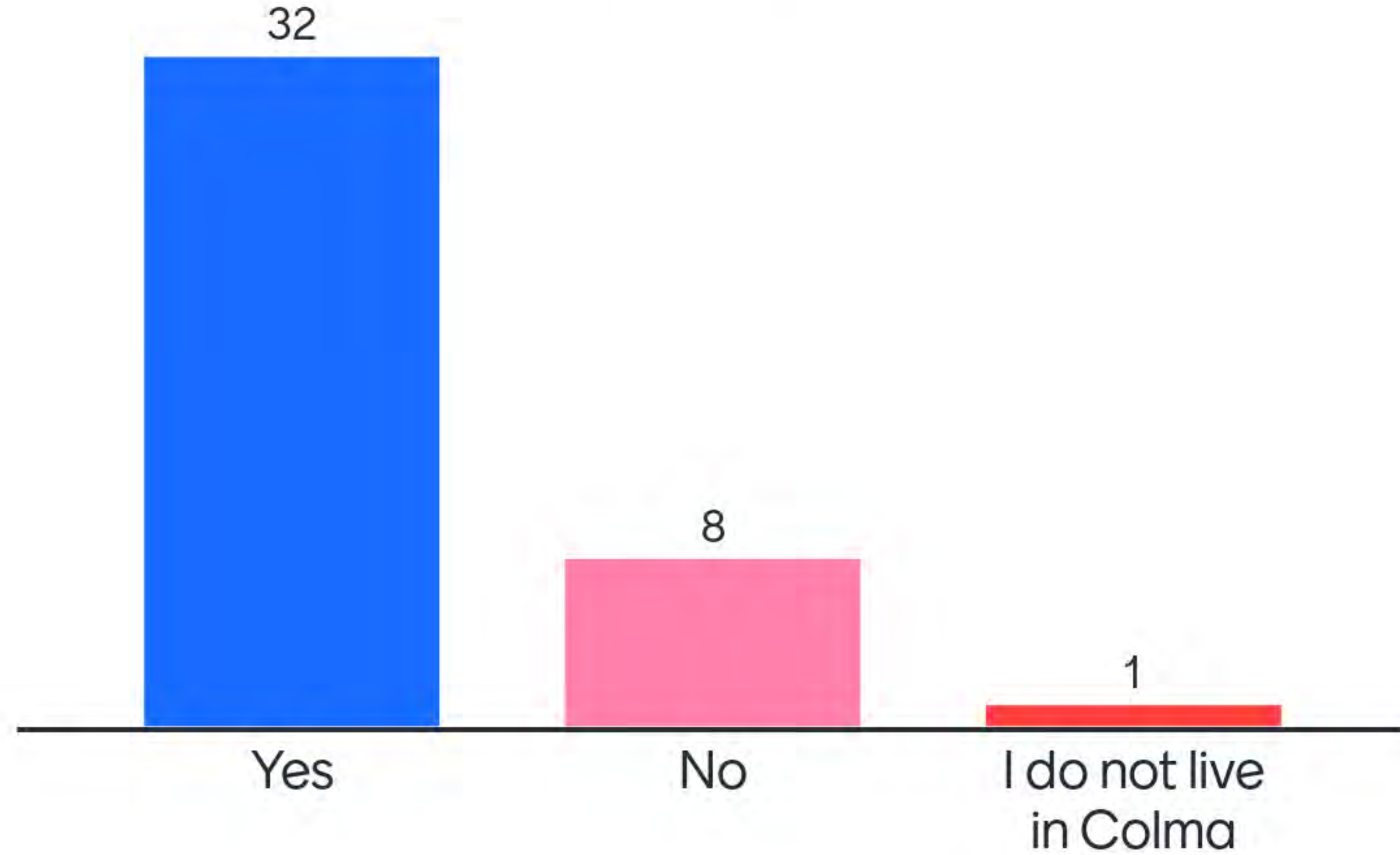
Are you satisfied with your current housing situation in Colma?



How would you rate the physical condition of the unit you live in?



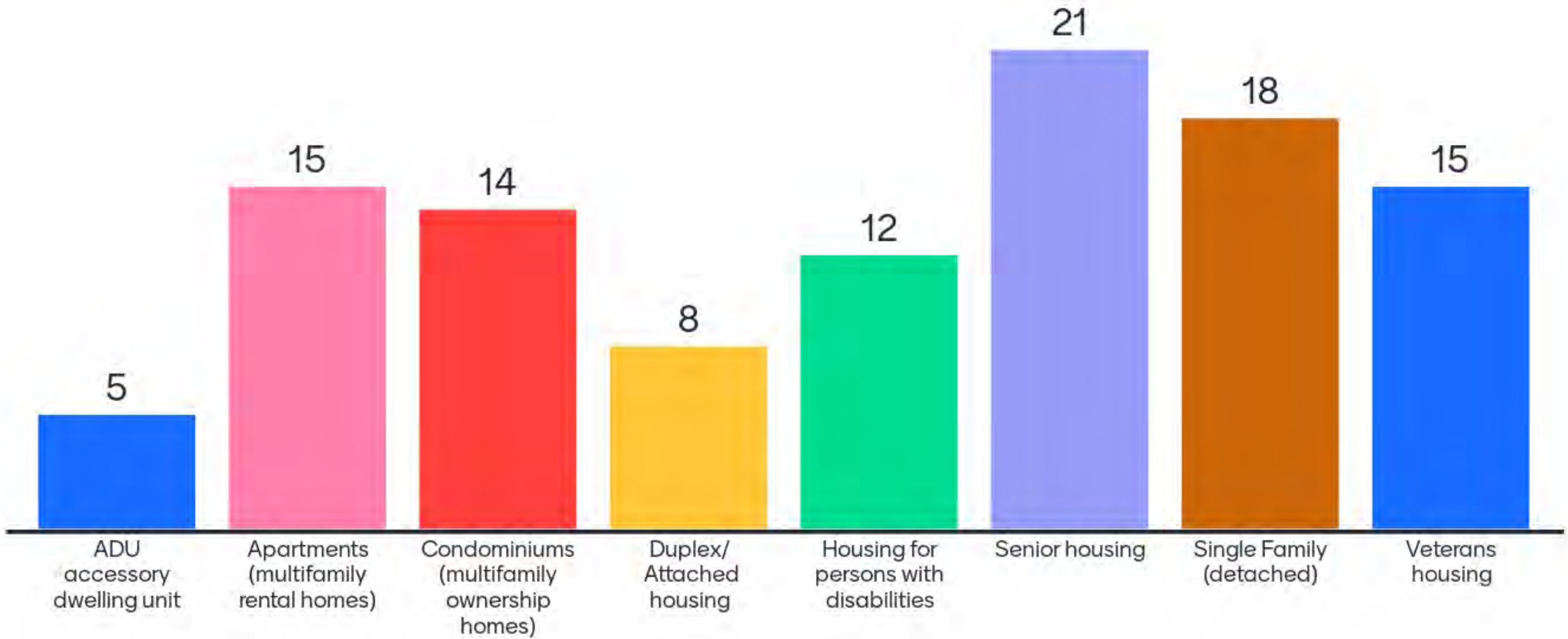
Do you think the range of housing options currently available in Colma meet your needs?



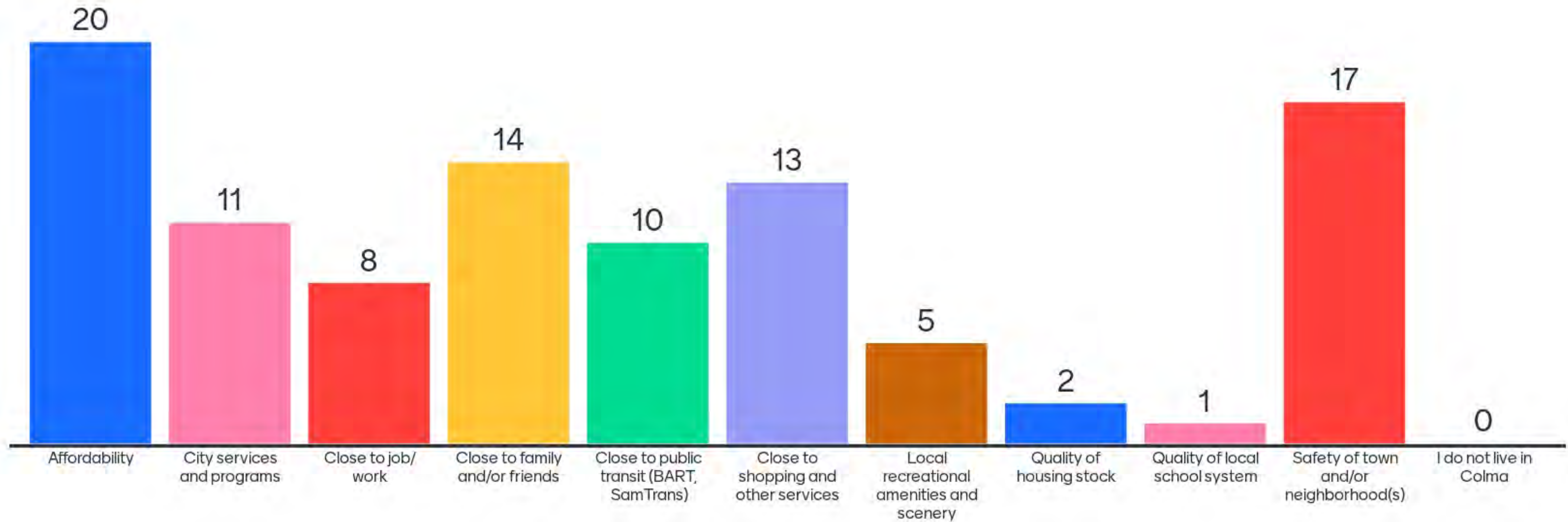
Please rank from 1-4, with 1 being your top choice, in what areas of Colma should new housing be built?



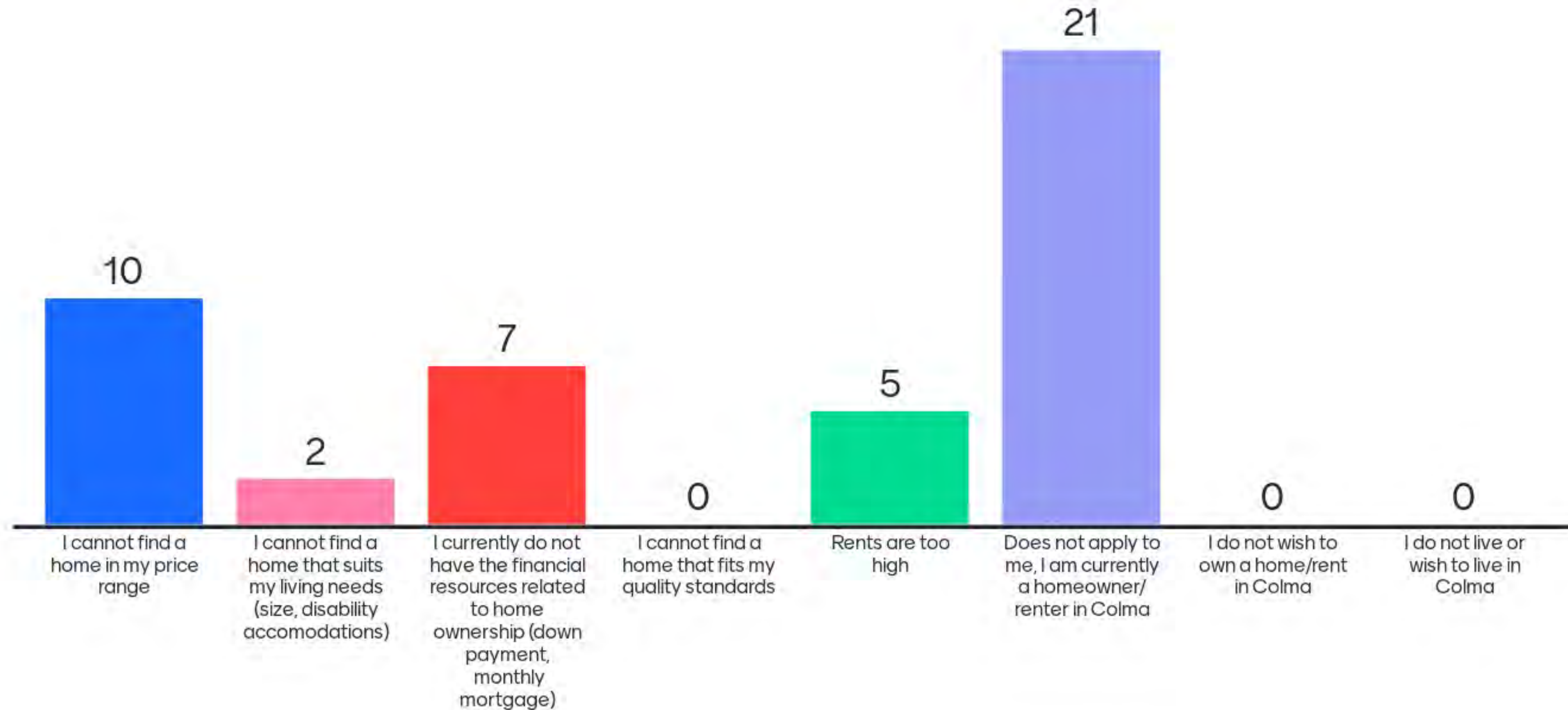
What type of housing is most needed in Colma?



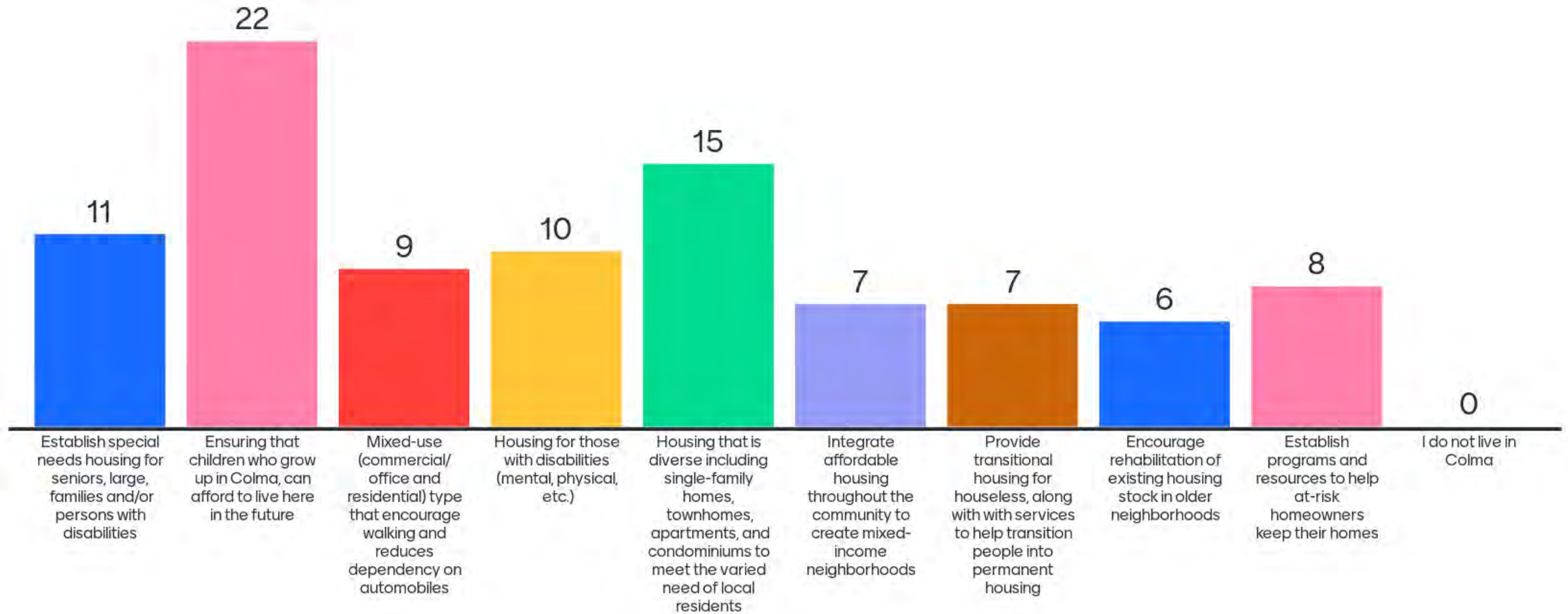
If you live in the Colma, why did you choose to live here?



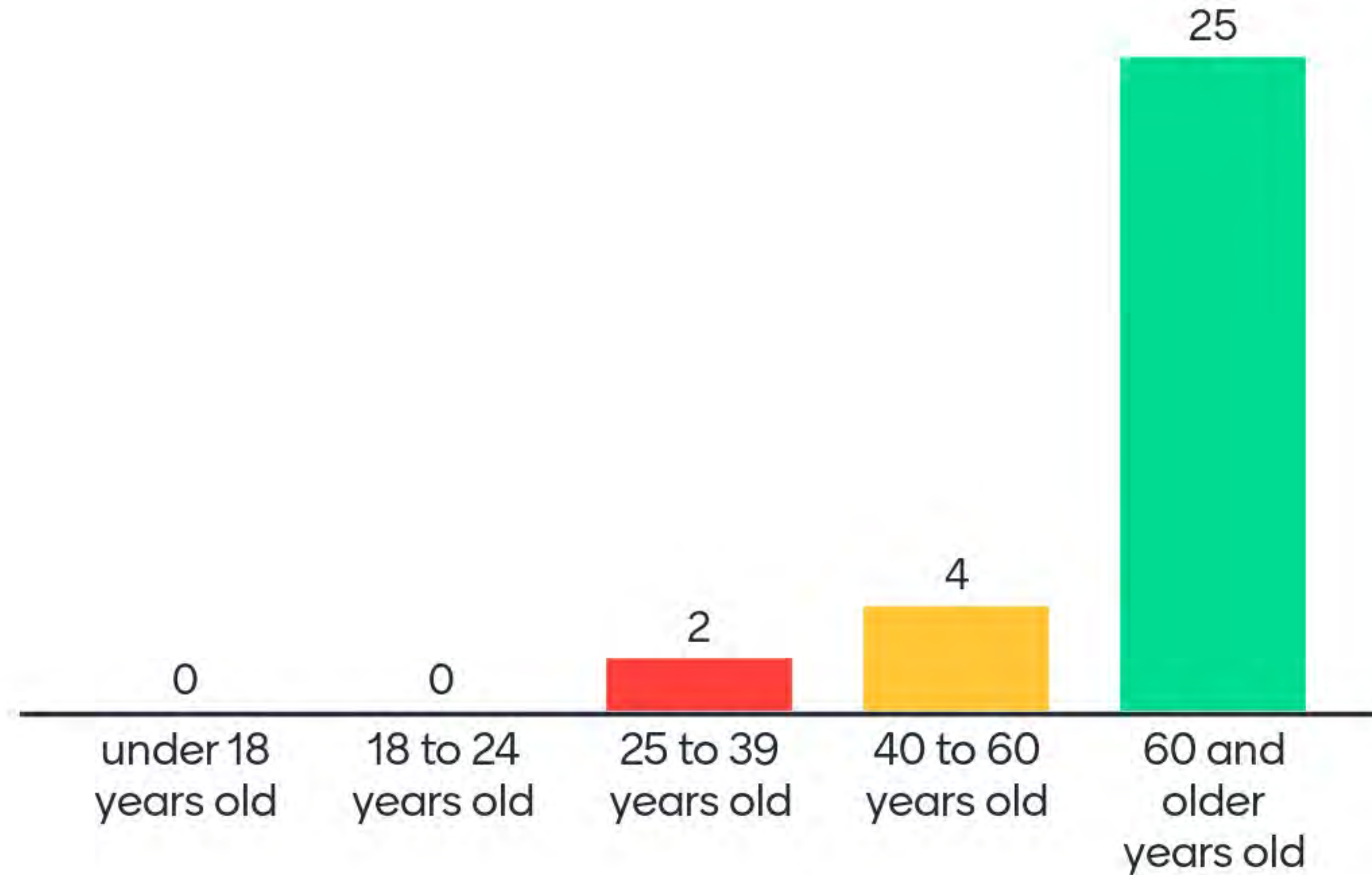
What housing related issues are you experiencing in Colma?



In regards to housing in Colma, how important are the following concerns to you and your family?



Optional: What age range most accurately describes you?



We would love to hear your feedback! Are there any other housing related topics that we did not cover?

asd asd asdas safas asfsf asdas

No it was perfect

Thank you

I feel that all of the questions asked, were thorough. Thank you for valuing my feedback.

Much differt then living San Jose conditions more crime there

I'm happy living in Colma and appreciate being able to live in affordable senior housing.

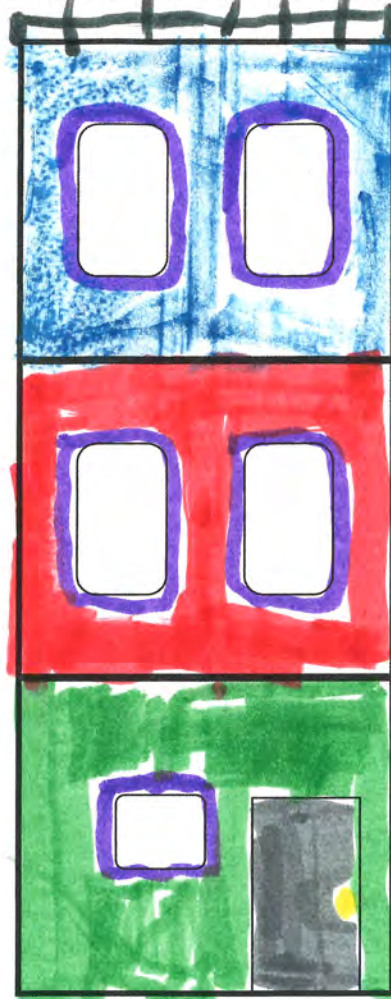
We love our community the way it is it feels safe. don't want to movePlease don't bring homeless out to our streets

Affordability and financial assistance

Keep Prog. 7.3 & 7.4, pg H-105, H-106 in the 2023-2031 Housing Element & develop same.Re-activate working with the Rebuilding Together program.Advocate for bus service Mission Rd.Housing/commercial sites on ECR look promising.

APPENDIX 6 - Colma Housing Children's Outreach

When I grow up, my home in Colma
will look like this.....



~~I want to live in this home because:~~

Man, I'm not going out
of my old home!

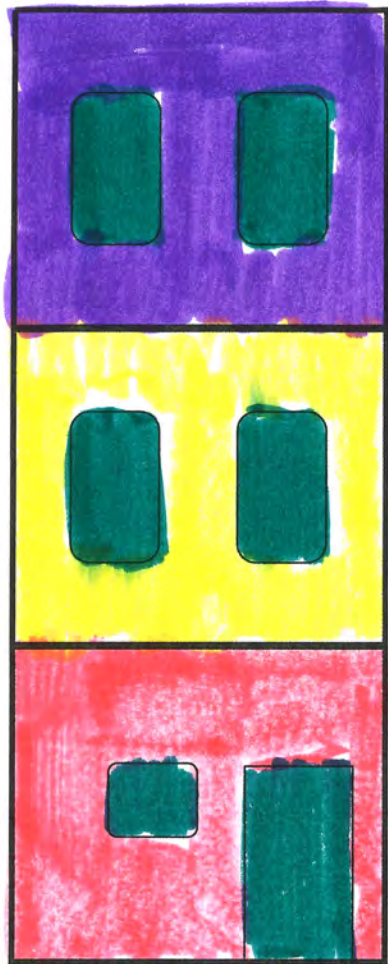
When I grow up, my home in Colma will look like this.....



I want to live in this home because:

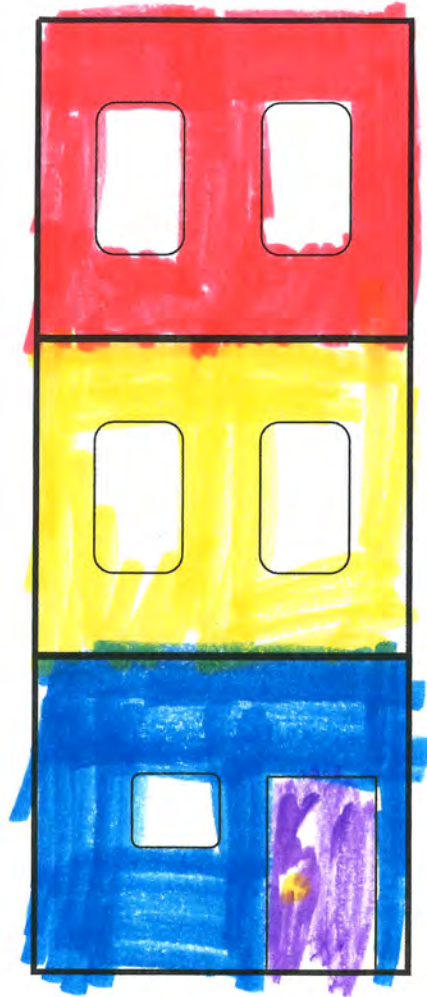
Eliijah

When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

When I grow up, my home in Colma
will look like this.....

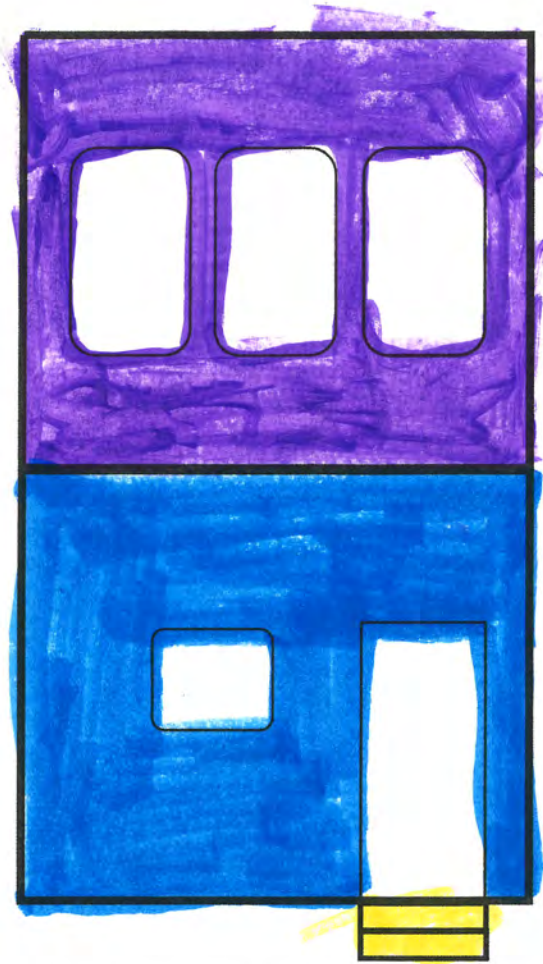


I want to live in this home because:

It is tall and

many people will
live in it.

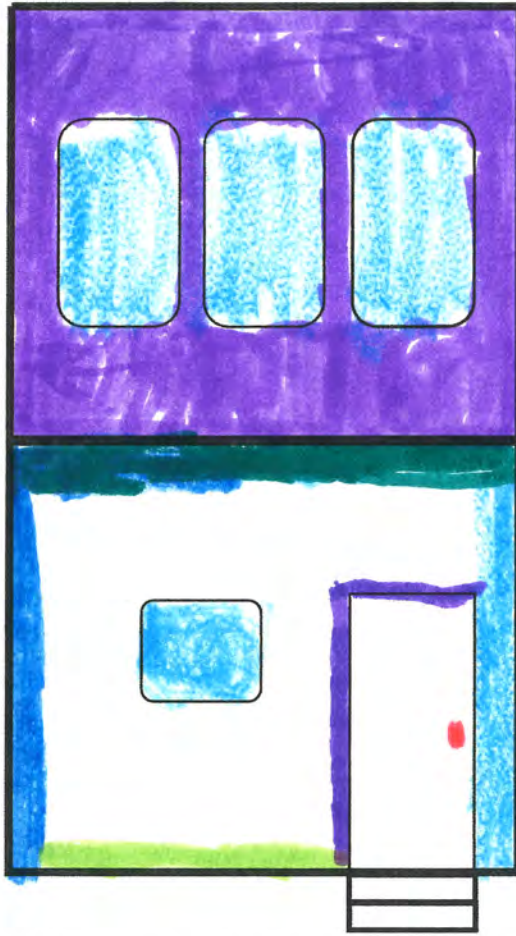
When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

Because if I live by myself
I will have a lot of space.

When I grow up, my home in Colma
will look like this.....

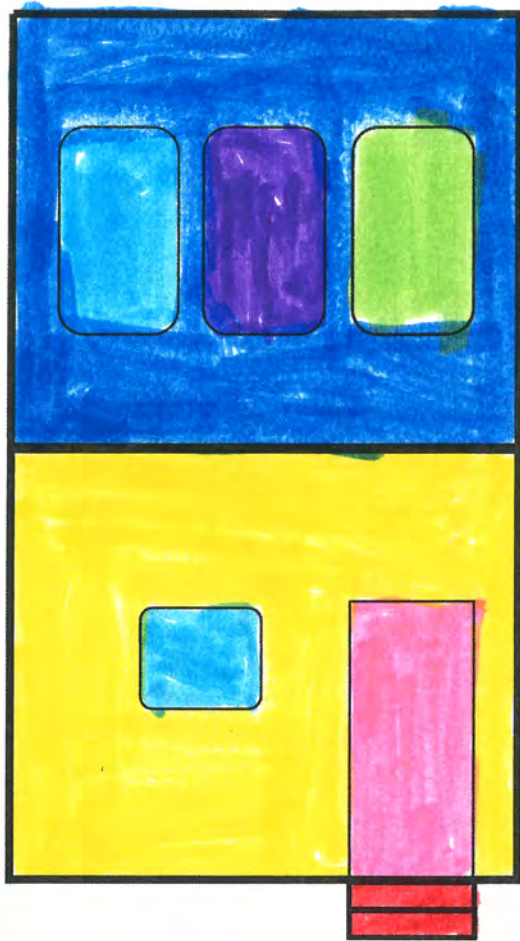


I want to live in this home because:

~~those~~ doe's have my

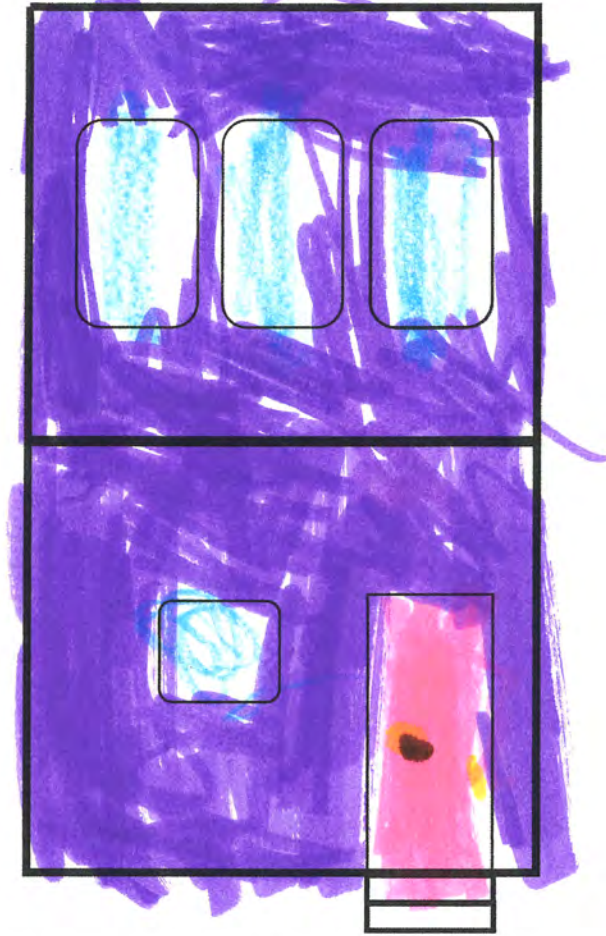
favorite color.

When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

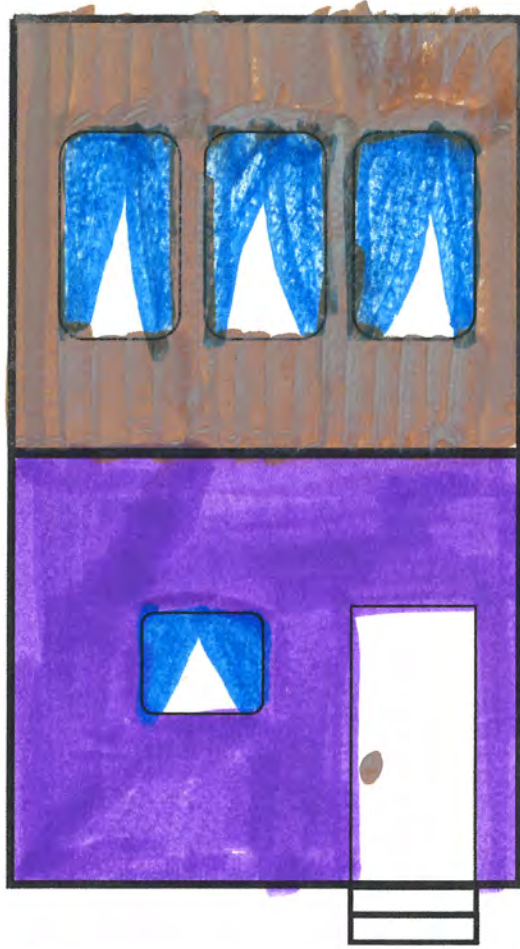
When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

LUCY

When I grow up, my home in Colma
will look like this.....

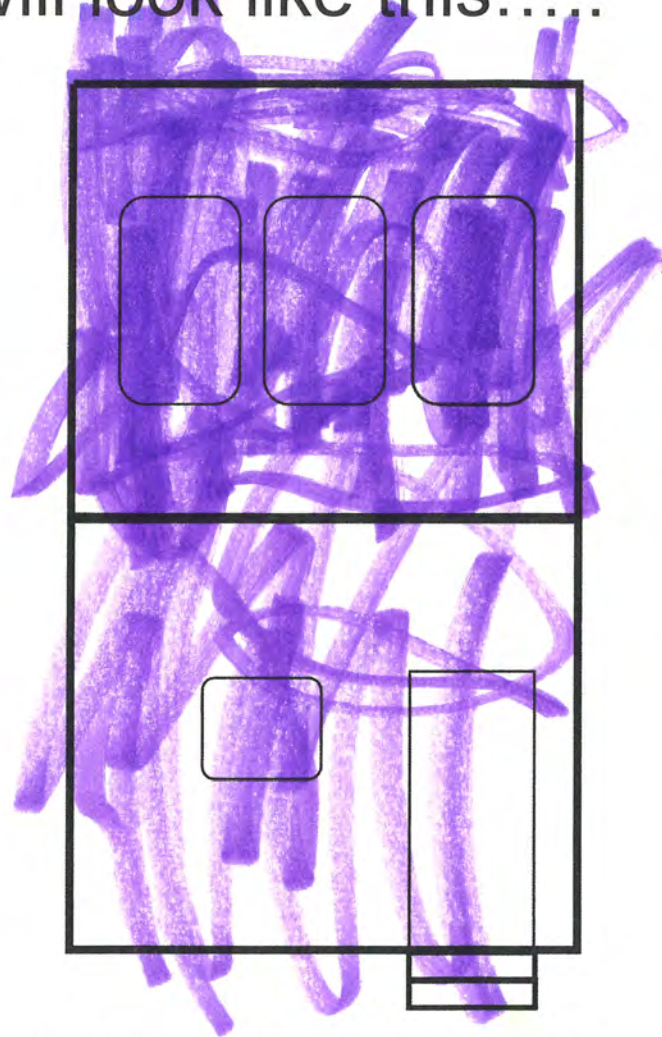


I want to live in this home because:

It looks cute and cool.

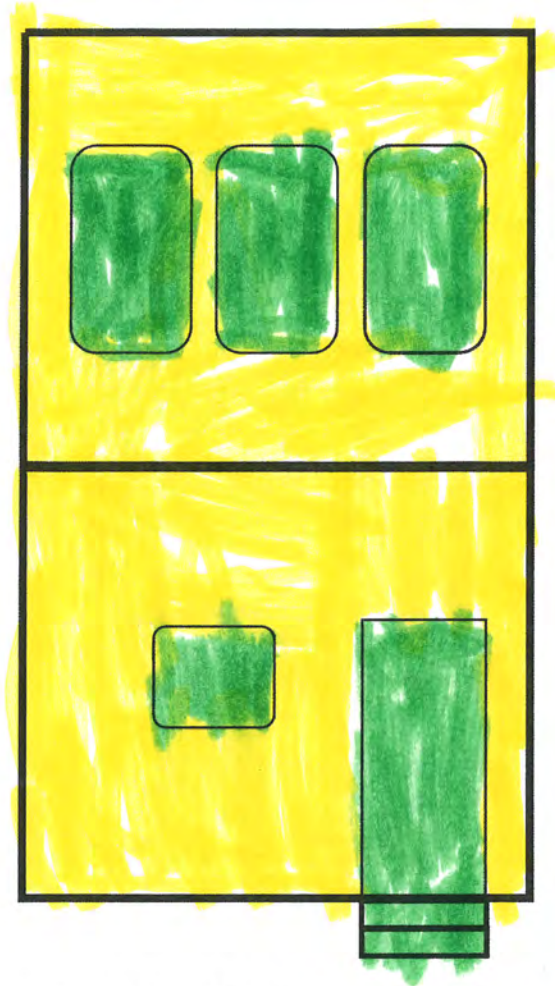
Allison ♥

When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

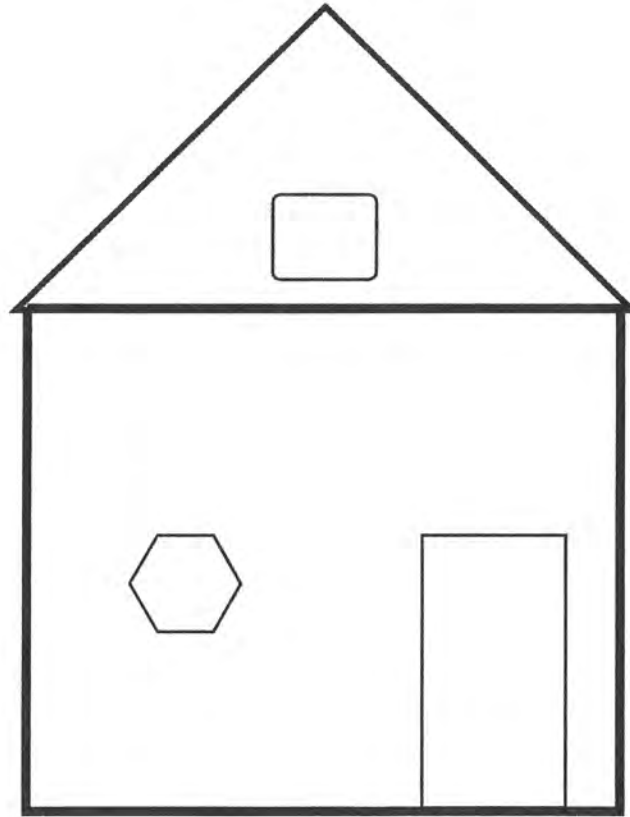
When I grow up, my home in Colma will look like this.....



I want to live in this home because:

LACA

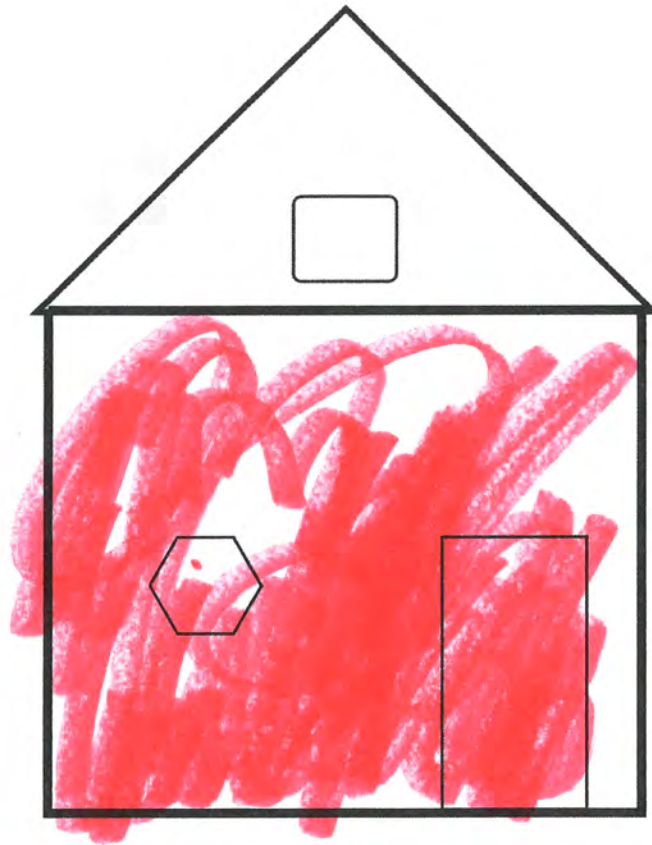
When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

I it has coll
dros and when-
ds.

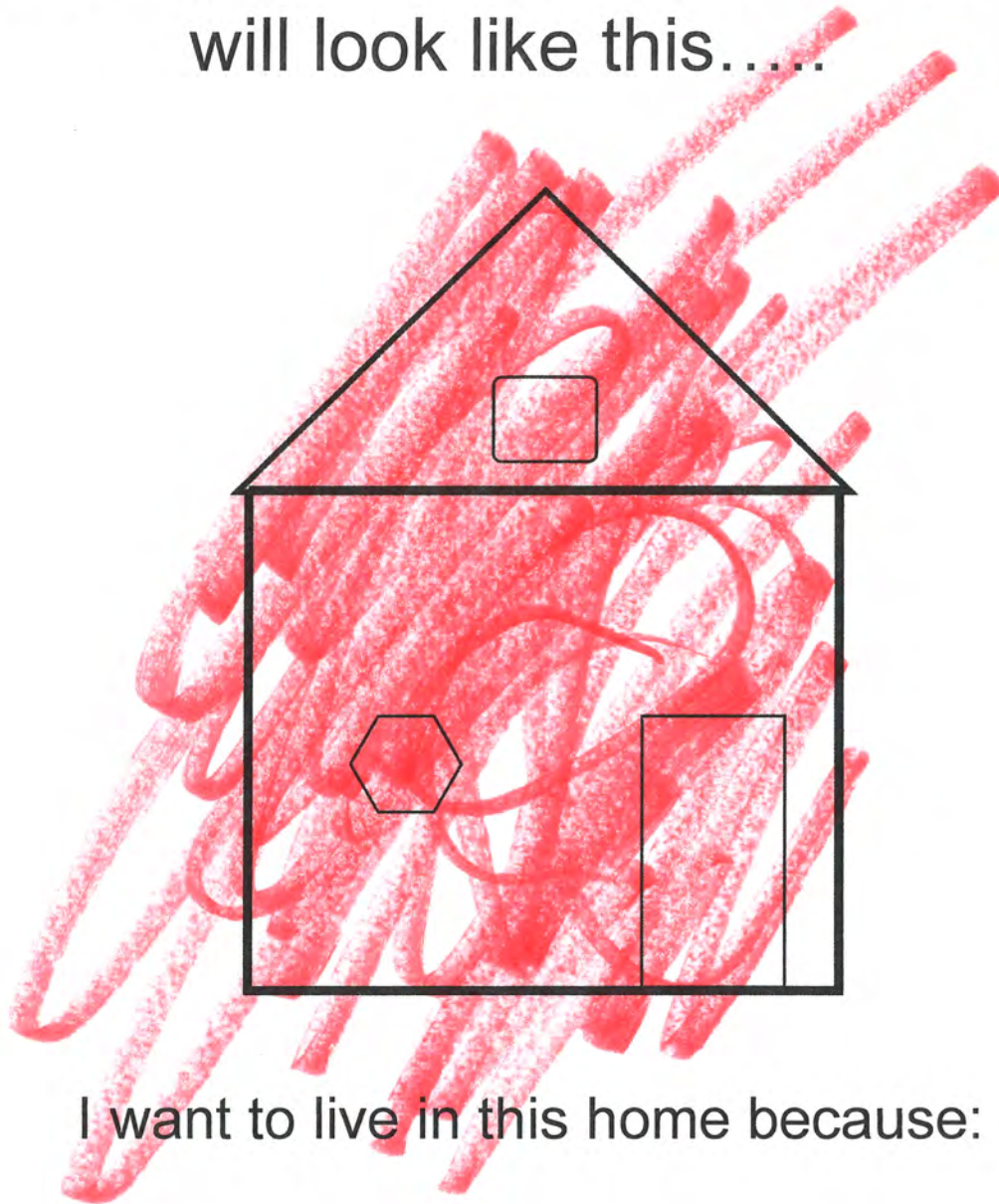
When I grow up, my home in Colma will look like this.....



I want to live in this home because:

live in a house.

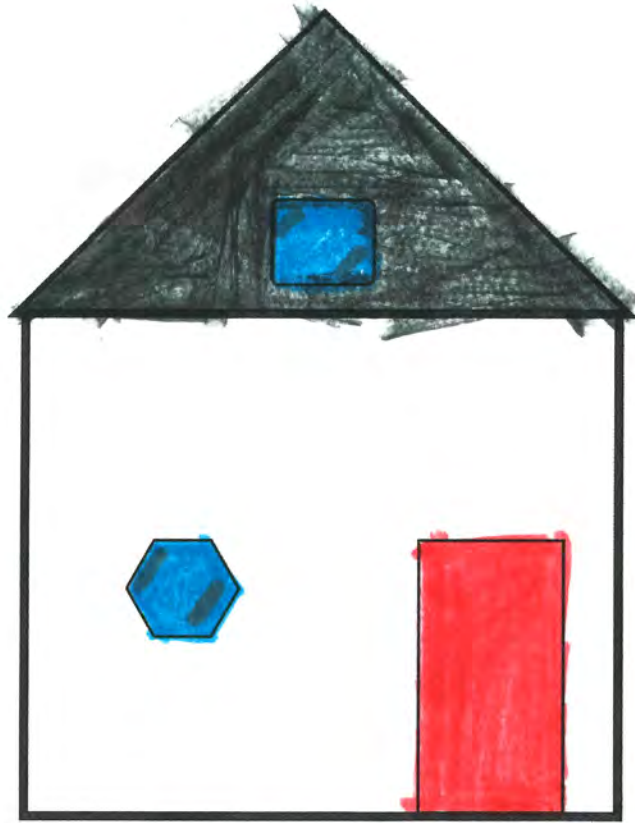
When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

Die 9a

When I grow up, my home in Colma will look like this.....



I want to live in this home because:

ammmmmmmmm...

When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

ENIK,

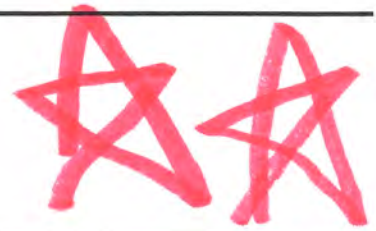
Because I like the color.

When I grow up, my home in Colma
will look like this.....



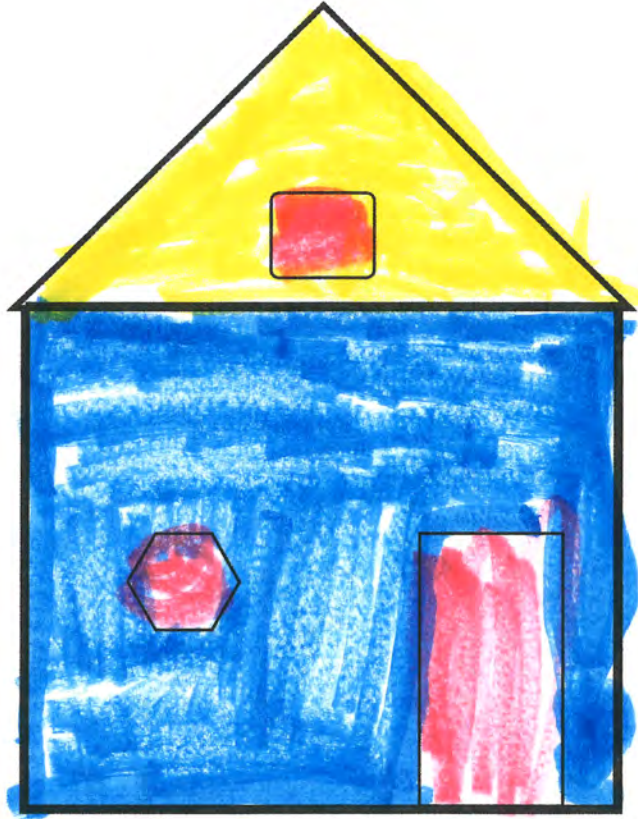
I want to live in this home because:

Rihanna



When I grow up, my home in Colma
will look like this.....

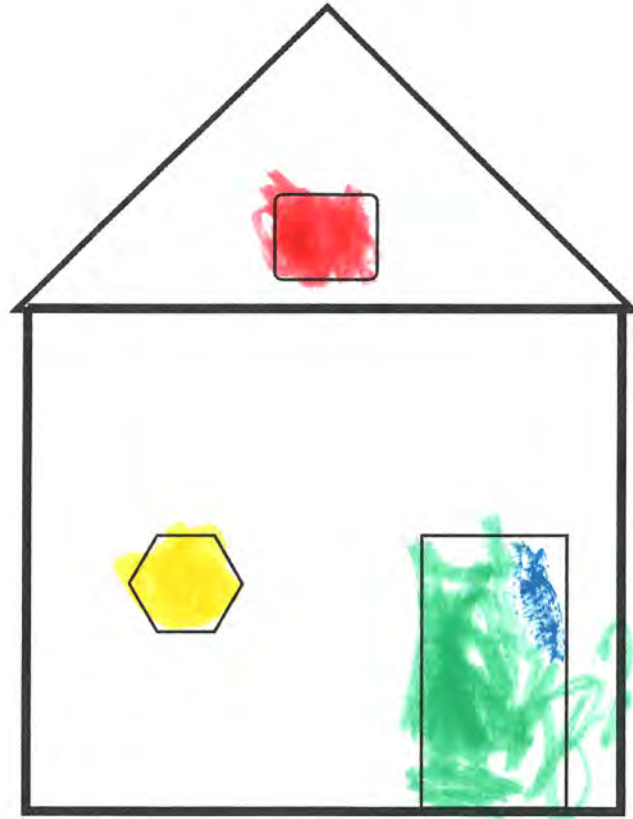
lesar



I want to live in this home because:

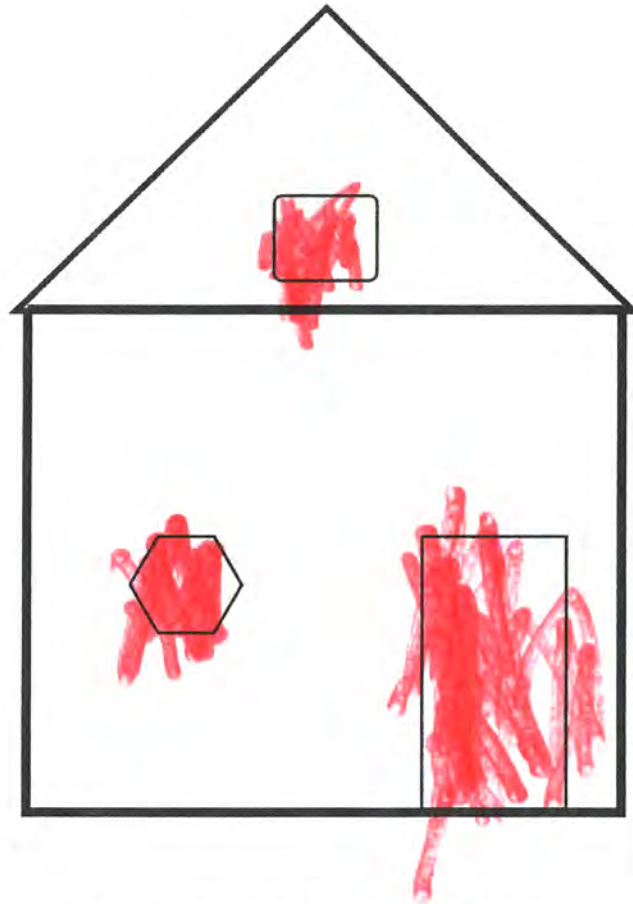
I love my
family

When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

When I grow up, my home in Colma will look like this.....



I want to live in this home because:

When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

*it is really
pretty here.*

When I grow up, my home in Colma
will look like this.....



I want to live in this home because:

the park.

APPENDIX 7 - Public Comments

Alvin Jen

From: Farhad Mortazavi
Sent: Wednesday, January 11, 2023 4:36 PM
To: Jeremy Levine; Alvin Jen
Subject: RE: Housing Element Drafts Public Records Request

Hi Jeremy,

Thank you for your email and for your comments - we will share your insight with the city council at their hearing on January 25th.

Thank you for your assistance on this very important process.

- Farhad

From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Saturday, January 7, 2023 3:57 PM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Alvin and Farhad,

Have Colma staff made any substantial changes in response to HLC's or HCD's recommendations? I just skimmed the latest draft and I did not see the addition of many new policies and programs in response to HLC's input.

Thank you for any help you can provide,
Jeremy

--

Jeremy Levine (he • him)
Policy Manager
Housing Leadership Council of San Mateo County
(925) 451-4620

On Thu, Oct 6, 2022 at 12:18 PM Jeremy Levine <jlevine@hlcsmc.org> wrote:

Also, if it would be helpful, I am happy to provide a version of these comments directly to the council for their consideration.

--

Jeremy Levine (he • him)
Policy Manager
Housing Leadership Council of San Mateo County
(925) 451-4620

On Thu, Oct 6, 2022 at 11:35 AM Jeremy Levine <jlevine@hlcsmc.org> wrote:

Good to hear from you Alvin. Colma is a unique place, and it was helpful to get an insider perspective on the community.

I've spent some time reflecting on our conversation, and I want to reiterate my core principles before offering feedback. All communities, large and small, are equally responsible to plan for housing. Colma, blessed with abundant transit access and nearby businesses, is an excellent location for growth. The entire Colma community, including its retail workforce, deserves housing options to accommodate their need.

With these principles in mind, I would like to revisit HLC's earlier policy recommendations. I understand that CSG staff are reluctant to change zoning standards in the Sterling Park neighborhood. If CSG wants to limit policy changes in the Sterling Park area, then significant changes will be required elsewhere. These changes should include:

- Opportunity sites need clear development plans. The housing element should specify exactly what incentives the PD zones will offer to promote housing on the relevant site. These incentives should be significantly greater than those already provided by state law.
- The Kohl's site in particular represents a great opportunity for new housing, but I'm not optimistic about its redevelopment over the next eight years under current plans. The parking lot was full in the middle of the day on a Friday. However, I believe this site could potentially be made viable with the right incentives:
 - As part of its analysis, the city should consider the term of the lease for the Kohl's site as well as all other commercial uses that would need to be terminated in order for development to occur there. The element should also consider environmental factors and other potential risks, such as CEQA lawsuits. Lastly, the element should describe the feasibility study Colma commissioned for the Kohl's site back in 2014 (if I am remembering correctly) and explain why the town has not yet taken any actions to incentivize development there. This analysis must be provided to consider Kohl's as an opportunity site at all.
 - In order to make the Kohl's site a viable opportunity site, Colma should provide irresistible incentives for housing there in order to count the site in its RHNA allocation. Incentives should include at least 80 du/ac, at least 5 stories, FAR of 4 or more, lot coverage of 80% or more, limited setbacks and stepbacks, and by-right approval.
- Colma needs a few other new policies to promote affordable housing. These should include:
 - Impact fee exemptions and planning and building fees deferral for 100% affordable housing projects. This would be a strong AFFH policy.
 - Commercial linkage fee to apply to all new commercial development in Colma, with revenue to be dedicated to subsidizing 100% affordable housing projects.

I also recommend that Colma create a new zoning district to apply to all commercial land in response to new state laws recently signed by the governor, particularly AB 2011 and AB 2097. AB 2011 will allow housing by ministerial approval on all commercially zoned land in Colma; AB 2097 will eliminate parking minimums within 0.5 miles of transit stops. Colma should create a new zoning district that reflects state regulations, plus a few extra incentives, and claim credit in the housing element.

I understand CSG can only do so much without council direction. I recommend that you urge your council members to proactively respond to public comments and work directly with the Housing Leadership Council. I will continue to be available to provide assistance.

Regards,
Jeremy

--
Jeremy Levine (he • him)
Policy Manager
Housing Leadership Council of San Mateo County
(925) 451-4620

On Tue, Oct 4, 2022 at 9:03 AM Alvin Jen <alvinj@csgengr.com> wrote:

Hi Jeremy,

I am catching up on emails. You are very welcome! I hope the tour was beneficial and provided a further perspective of our sites. We are open to you providing us a more catered programs for our housing element and other suggestions that we may have not covered that day.

Best,

Alvin Jen

Associate Planner, CSG Consultants

Town of Colma

Planning Department



1198 El Camino Real, Colma, CA 94014

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ajen@colma.ca.gov

650.757.8888 main

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650.757.8890 fax

From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Friday, September 23, 2022 3:31 PM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Great to see you today Alvin, thank you for taking the time to show me around town. I look forward to working with the town on preparing a second housing element draft.

Have a great weekend,

Jeremy

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Fri, Sep 23, 2022 at 9:08 AM Jeremy Levine <jlevine@hlcsmc.org> wrote:

ETA now 9:35... on the train but facing serious delays.

On Fri, Sep 23, 2022 at 8:32 AM Alvin Jen <alvinj@csgengr.com> wrote:

Hi Jeremy,

Thanks for the update. I'll see you soon!

-Alvin

From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Friday, September 23, 2022 8:29 AM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Sounds good Alvin, will do! I'm excited for the tour today.

FYI BART has a technical error so my train is significantly delayed. Looking like I'll be closer to a 9:20 arrival, will keep you updated.

Cheers,

Jeremy

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Thu, Sep 22, 2022 at 7:38 AM Alvin Jen <alvinj@csgengr.com> wrote:

Good morning Jeremy,

I have attached the comment provided to the Town from HCD dated 9/14/22.

For tomorrow, when you arrive at the Colma BART station, please call me on my direct line 650-997-8314. I can coordinate where I can pick you up and begin our tour. Once we conclude the tour of the potential sites and town, I was hoping we could stop by Town Hall and have a discussion. I'll see you tomorrow.

Best,

Alvin Jen

Associate Planner, CSG Consultants

Town of Colma

Planning Department

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From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Wednesday, September 21, 2022 8:53 AM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Good morning Alvin, I'm still looking forward to Friday! Would you please share HCD's review letter for Colma's housing element with me? I would like to review before we meet, but the website where HCD normally keeps this information has not been updated recently.

Regards,

Jeremy

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Tue, Sep 13, 2022 at 6:01 PM Jeremy Levine <jlevine@hlcsmc.org> wrote:

Excellent, I look forward to it!

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Tue, Sep 13, 2022 at 9:03 AM Alvin Jen <alvinj@csgengr.com> wrote:

Hi Jeremy,

No worries. Yes. Let's meet on the 23rd at 9:00 AM. I can pick you up from the BART station and we can work our way around town. A hard stop at 11:45 AM would not be a problem.

Best,

Alvin Jen

Assistant Planner, CSG Consultants

Town of Colma

Planning Department

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From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Tuesday, September 13, 2022 9:00 AM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Hi Alvin, sorry again for the late followup--lots of action going on with other cities' housing elements. I'd be happy to come to Colma on the 23rd, I'll just have a hard stop at 11:45. How would meeting at 9am at Colma BART work for you?

If the 23rd no longer works, I could also do the afternoon on the following Wednesday, 9/28.

Hoping we can work something out!

Jeremy

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Mon, Aug 29, 2022 at 8:10 AM Alvin Jen <alvinj@csgengr.com> wrote:

Good morning Jeremy,

Unfortunately, September 16th will not work for me. How about the following Friday, September 23?

Best,

Alvin Jen

Assistant Planner, CSG Consultants

Town of Colma

Planning Department

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From: Jeremy Levine <jlevine@hlscsmc.org>
Sent: Friday, August 26, 2022 6:02 PM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

No problem, I can do 9:30-11:30 on Friday 9/16.

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Fri, Aug 26, 2022 at 4:04 PM Alvin Jen <alvinj@csgengr.com> wrote:

Hi Jeremy,

Now I have to apologize for my delayed response. Is there another time next month that would work for you? I am starting a new assignment and will no longer be in Colma on Wednesdays and Thursdays. Starting September 7th, I will be on-site in Town Hall Mondays, Tuesdays, and Fridays.

Best,

Alvin Jen

Assistant Planner, CSG Consultants

Town of Colma

Planning Department

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From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Thursday, August 18, 2022 9:39 PM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Pardon my delay Alvin, I can do a tour scheduled for September 15. How would 9:30-11:30 a.m. work for you? I would take BART over, unless you prefer I drive.

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Wed, Aug 10, 2022 at 7:41 AM Alvin Jen <alvinj@csgengr.com> wrote:

Good morning Jeremy,

We're happy to host you. Can we tentatively schedule it for September 15? As you may know, Colma is fairly small, so I don't anticipate more than a couple of hours for the tour and chat.

Regarding the PD, I'm happy to discuss it when we meet in person and would also appreciate any strategies that you believe could work for our Town. Let's touch base the week leading up to September 15, to coordinate.

Best,

Alvin Jen

Assistant Planner, CSG Consultants

Town of Colma

Planning Department

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From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Tuesday, August 9, 2022 12:59 PM
To: Alvin Jen <alvinj@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Hi Alvin, thank you for your thoughtful responses. They are very helpful. I would be happy to plan a driving tour of Colma! What's your schedule like September 14-16? Mine is wide open those days.

I'm still curious about a few things. What specific flexibility does the PD zone allow for housing development on Colma's opportunity sites? The housing element only describes allowances of 30 du/ac in most cases, which is quite low. There is no description of height, setbacks, parking, or other requirements that affect the likelihood of redevelopment for housing on the sites Colma's draft housing element proposes. I would be surprised if Colma truly has no opportunity to create greater incentives for affordable housing on its opportunity sites, especially the Kohl's site.

Is some barrier preventing the city from changing its base zoning to allow higher density housing over a larger area? I don't understand the reliance on planned development zones, which seem to allow for discretionary approval, calling into question the validity of all opportunity sites located in a PD zone.

Thank you for your ongoing assistance and patience with me,

Jeremy

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Mon, Aug 1, 2022 at 9:53 AM Alvin Jen <alvinj@csgengr.com> wrote:

Hi Jeremy,

I would be happy to provide some insight regarding the public comment draft and the draft submitted to HCD.

- Colma is a unique town unlike any jurisdiction in San Mateo County and California. 75% of our 2.2 square mile jurisdiction is dedicated cemetery land.
- The 3.07-acre site located at El Camino and F Street was removed from consideration from our inventory at the request of Italian Cemetery (property owner). I mentioned this during our phone call earlier last month. The city planner, Farhad Mortazavi, sat in several meetings with the Italian Cemetery board members since the draft was made available for comment. Unfortunately, they changed their mind and requested that their property be removed as an opportunity site. As you may know, this was a big hit to our site inventory and with this new challenge, we distributed low-income units to other sites.
- In both the public draft and draft to HCD, 7733 and 7778 El Camino is currently vacant, and we plan to have at least 8 and 7 low-units there. The rest of the low-income sites would be located at [1200 El Camino Real](#) at the Kohl's site.
- Regarding programs for this cycle, we believe that what we have submitted to HCD will support new development given the existing conditions of this Town. Most, if not all the sites have been identified as part of our General Plan Update, adopted this past March 2022. Furthermore, the site at El Camino Real and Collins is zoned PD which allows more flexibility than any program could provide.
- If HCD does not feel that our policies and programs are not sufficient for the 6th cycle Housing Element, we will strategize and adjust accordingly.

If you would like to have a driving tour of the Town, visit some of our potential sites, as well as get an understanding of the lay of the land, I would be happy to host you.

Best,

Alvin Jen

Assistant Planner, CSG Consultants

Town of Colma

Planning Department

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650.757.8888 main

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650.757.8890 fax

From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Friday, July 29, 2022 10:06 AM
To: Alvin Jen <alvinj@csgengr.com>
Cc: planning@colma.ca.gov
Subject: Re: Housing Element Drafts Public Records Request

Thanks for getting back to me Alvin, I want to clarify a few things:

It seems like the most significant change between the draft released for public comment and the draft submitted to HCD is that the city removed the vacant F street site from the opportunity site list and identified a handful of alternative sites for affordable housing. Formerly, the city planned for all of its low-income units at the vacant F Street site; now, the city has redistributed those low-income units to the Kohl's site and a handful of other sites, all of which are non-vacant. Almost all of the city's low- and very low-income housing is planned for the Kohl's site, with a few lower income units planned for other sites. There are still no new policies or programs. Beyond zoning for denser housing, the city has no other incentives to encourage affordable housing at the Kohl's site or elsewhere.

Is this a correct summary of the changes Colma made to its housing element between the public comment period and submission to HCD? If not, please explain changes I missed.

Thank you for all your hard work and patience with me,
Jeremy

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Tue, Jul 26, 2022 at 7:41 AM Alvin Jen <alvinj@csgengr.com> wrote:

Hi Jeremy,

We received a voicemail from you regarding questions about the site inventory map from the Housing Element. Feel free to respond to this email with your questions and I can do my best to answer them.

Best,

Alvin Jen

Assistant Planner, CSG Consultants

Town of Colma

Planning Department

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From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Monday, July 25, 2022 11:59 AM
To: Alvin Jen <alvinj@csgengr.com>
Subject: Re: Housing Element Drafts Public Records Request

Thank you!

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

(925) 451-4620

On Fri, Jul 22, 2022 at 4:01 PM Alvin Jen <alvinj@csgengr.com> wrote:

Hi Jeremy,

The attached file is the April 29, 22 public comment version.

Best,

Alvin Jen

Assistant Planner, CSG Consultants

Town of Colma

Planning Department



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From: Jeremy Levine <jlevine@hlcsmc.org>
Sent: Thursday, July 21, 2022 6:42 PM
To: planning@colma.ca.gov
Subject: Housing Element Drafts Public Records Request

Good evening Alvin,

Would you please share the draft housing element released for public comment by Colma on April 29 as well as the draft that you submitted to HCD on June 15? I noticed only the draft submitted to HCD is online, and I would like to compare some of the changes that the town made before submission.

Thank you for your assistance,

Jeremy

--

Jeremy Levine (he • him)

Policy Manager

Housing Leadership Council of San Mateo County

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Jeremy Levine (he • him)

Policy Manager

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Jeremy Levine (he • him)

Policy Manager

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City of Colma
1198 El Camino Real
Colma, CA 94014

RE: Housing Element Public Comment

To the honorable Colma city council,

The Housing Leadership Council (HLC) appreciates this opportunity to comment on the city of Colma's housing element. HLC works with communities and their leaders to create and preserve quality affordable homes. We were founded by service providers and affordable housing professionals over 20 years ago to change the policies at the root cause of our housing shortage.

Over the past Regional Housing Needs Allocation cycle, Colma has made admirable efforts to invest in affordable housing. Colma is one of the few cities in San Mateo County to have surpassed the total number of units from its 5th RHNA cycle, with 75 units permitted in Colma from 2015-2020, well above the RHNA allocation of 59 units. Colma was particularly successful because of the Veterans Village project, 66 units of affordable housing for veterans.

Nonetheless, Colma faces significant challenges for meeting its 6th RHNA cycle goals. Colma's RHNA allocation has more than tripled, from 59 units to 202 units. New guidelines, like the mandate to Affirmatively Further Fair Housing, put new responsibilities on cities to remove constraints to housing development and proactively promote fair housing.

With this letter, HLC provides proposals for changes and additions that will produce more housing for the community's most vulnerable residents. We want to be a partner to the city, sharing our knowledge of state law and best practices to facilitate fair housing.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Jeremy Levine". The signature is fluid and cursive, with a large initial "J" and "L".

Jeremy Levine
Policy Manager, Housing Leadership Council of San Mateo County

Needs and Fair Housing Analyses and Outreach

- Connect identified housing needs directly to potential policies Colma could implement to address those needs. See “Goals, Policies, and Programs” section of this letter for specific recommendations for new policies.
- Integrate Fair Housing Implementation Plan into Goals, Policies, and Programs. Expand Action 2.1 into several actions with discrete deadlines to implement new policies that remove specific constraints to housing.
- Create and implement an outreach plan to engage the entire Colma community in the housing element process, including all households and local employees. Such a plan requires housing element-specific meetings and workshops as well as renewed mailers and other forms of outreach to contact segments of the Colma community that the city has not adequately heard from.

With their Needs and Fair Housing Analyses, cities consider housing needs that are going unmet under status quo local regulations. Cities are required to proactively seek input from all segments of the community in order to inform their needs and fair housing analyses.¹ Needs should be connected directly to the local constraints creating that need and then addressed by new goals, policies, and programs.

In its needs analysis, Colma’s draft housing element accurately recognizes “Affordable housing is limited and the ability to add affordable housing is constrained by land use.”² Colma further recognizes that the limited availability of affordable housing occurs because “there are no areas of the town that are zoned for multifamily housing, which is disproportionately occupied by residents of color” (p. 47). Colma acknowledges that the lack of affordable housing is the primary reason that 100% of its ELI households face “overcrowding, overpayment,” and substandard living conditions.³ HLC appreciates Colma’s honest, unflinching analysis of the ways its land use restrictions limit housing availability.

Considering Colma’s largely accurate appraisal of some significant unmet housing needs, HLC is confused why not one policy or program takes substantive new actions to remove land use constraints in ways that facilitate more multifamily housing production. The housing element process requires that Colma take substantive steps to address identified housing needs. HLC provides recommendations for Colma to implement new policies and programs in the “Goals, Policies, and Programs” portion of this letter.

Some housing needs go unrecognized entirely, particularly the need created by Colma’s massive jobs-housing imbalance. The draft housing element considers that “Colma has more than three times as many jobs as residents,”⁴ but does not recognize that Colma lacks the

¹ Gov. Code, §§ 65583, subd. (c)(10)(A), 8899.50, subds. (a), (b), (c); see also AFFH Final Rule and Commentary (AFFH Rule), 80 Fed. Reg. 42271, 42348-42351, 42353-42360, esp. 42353-42354 (July 16, 2015).; See page 24 of HCD’s [Affirmatively Furthering Fair Housing Guidebook](#).

² [Draft housing element](#), p. 46

³ [Draft housing element](#), p. 40

⁴ [Draft housing element](#), p. 15

housing to provide for its workforce. In the same paragraph, Colma presents data indicating that 60% of its workforce earns less than \$3,333 per month. Colma's success adding 75 units in the past RHNA cycle stands in contrast to its local jobs growth: Over the same period, Colma added 170 jobs. Such disparities undermine Colma's success at building affordable veterans housing: 66 units of affordable housing for veterans comes nowhere close to meeting the needs of Colma's workforce.

The state of California has invested tens of millions of dollars in Colma's economic development through the Colma BART station. Colma's access to a regional workforce—and thus a plentiful tax base—is in large part possible exclusively because of the community's proximity to a BART station. Considering the state's investment, Colma has a responsibility to ambitiously pursue policy changes that will help the city meet the housing needs of its entire community, including its workforce, and generate riders and revenue for our regional transportation network.

Unfortunately, throughout Colma's draft housing element, the city frequently fails to connect identified needs to new policy proposals intended to remove constraints to meeting those needs. For example, when considering one special needs population, people with disabilities, Colma's analysis accurately describes community need but then abdicates responsibility to meet that unique need: "The three major needs for people with disabilities are low cost (subsidized) rents, handicapped accessible homes, and buildings near public transportation. These needs are very similar to the desires of other segments of the population. Policies that promote affordable housing generally are also good for the disabled community."⁵

While technically accurate, this statement ignores the AFFH mandate for Colma to actively promote policies that cater to the unique needs of special populations.⁶ In the unique case of populations with special disabilities, Colma must actively take steps to promote housing accessibility for those groups—for example, by allowing higher densities for projects with extra ADA-accessible units built within 0.5 miles of Colma's BART station. Again, HLC recommends specific policies the city could implement to remedy this gap in our goals, policies, and programs section.

Action 2.1 in Colma's Fair Housing Plan has the seeds of a successful housing element.⁷ This action lists a series of constraints that the city may decide to remove in order to meet its quantified housing goals. However, this action lacks specificity and clear timelines for the removal of constraints. Rather than identifying specific policy changes, the action describes broad constraints, without identifying how they will actually be removed in a way that facilitates new housing production.

Furthermore, the entirety of the Fair Housing Action Plan is not reflected in the draft housing element's goals, policies, and programs. If the city intends to remove constraints to new housing

⁵ [Draft housing element](#), p. 33

⁶ Gov. Code, § 65583, subds. (a)(7), (c)

⁷ [Draft housing element](#), p. 48

as described in its Fair Housing Action Plan, then the policies described in the Fair Housing Action Plan must be integrated into the city's formal goals, policies, and programs.

Colma may be more effective at identifying housing needs and implementing new policies into its housing element if it pursues a more robust community outreach process. HCD's [Affirmatively Furthering Fair Housing Guidebook](#) states that the "housing element requires a diligent effort to include all economic segments of the community."⁸ Furthermore, "The element must describe meaningful, frequent, and ongoing community participation, consultation, and coordination that is integrated with ... the overall housing element."⁹

Colma claims that it sent fliers informing "every resident" about the housing element, citing 361 households. According to census data included in Colma's own housing element, Colma had 835 households as of 2020.¹⁰ How did Colma's outreach miss more than half of its households?

Furthermore, large segments of Colma's community seem to have been left out of consideration of the housing element entirely. With an estimated 4,070 jobs in the community—leading to a whopping jobs-housing balance of 4.73—Colma's workforce comprises an important part of the community. Yet the draft housing element indicates that the City of Colma has not made any specific attempts to contact the community of local employees, to identify their housing needs, or to consider how the city might better meet those needs.

Residents and local workers alike have not had many opportunities to learn about or engage with the housing element, as Colma does not seem to have held a single housing element-specific meeting. In its outreach section, the draft element describes planning staff participating in a number of events, none of which were specific to the housing element. To date, the city does not appear to have held any housing element workshops to inform the community or to have devoted adequate time to public meetings enabling the community to share feedback with the council.

Site Inventory

- Provide site-by-site analysis of likelihood of development for each site in the inventory, considering guidelines from HCD's [Site Inventory Guidebook](#).
- Identify concrete policy changes that the city is making that will make development feasible in the site inventory on a site-by-site basis.

With their site inventories, cities demonstrate capacity to accommodate the regional housing needs allocation. In order to demonstrate capacity, cities identify specific sites where they expect housing at various levels of affordability to be built. If more than 50% of the low-income housing is planned to be built on non-vacant sites (i.e. a lot with some pre-existing use), then

⁸ HCD's [Affirmatively Furthering Fair Housing Guidebook](#), p. 12; Gov. Code, § 65583, subd. (c)(9)

⁹ Gov. Code, §§ 65583, subds. (c)(9), (c)(10), 8899.50, subds. (a), (b), (c); see also AFFH Final Rule and Commentary (AFFH Rule), 80 Fed. Reg. 42271, 42292-42302, 42353-42360, esp. 42354-42356 (July 16, 2015)

¹⁰ [Draft housing element](#), p. 11, Table H-7

“the nonvacant site’s existing use is presumed to impede additional residential development, unless the housing element describes findings based on substantial evidence that the use will likely be discontinued during the planning period.”¹¹ In Colma, more than 50% of the low-income housing is predicted to come from nonvacant sites; in fact, Colma’s entire low-income housing designation relies on just two sites.

Colma provides limited evidence to justify the inclusion of 100% of its low-income housing on non-vacant sites. For the Kohl’s site at 1200 Camino Real, the city claims a realistic capacity of 161 units, 53 of which would be very low-income units (the entirety of the city’s allocation), without presenting any evidence of a track record of similar development occurring or demonstrating that Colma has funding or other policies in place to facilitate such development.

For the vacant site at F Street and Camino Real, Colma uses similarly dubious methodology, also providing no evidence that the city can realistically expect 30 low-income units to be developed at the property. The site inventory also explicitly recognizes that “Rezoning this property to a ‘Planned Development’ land use designation” would remove the constraints that make it unlikely to be developed over the 6th RHNA cycle. But the goals, policies, and programs portion of the housing element does not identify a policy to rezone the F Street and Camino Real site as a Planned Development zone. HLC thinks the city must make a firm commitment in its goals, policies, and programs to rezone the F Street and Camino Real site if it is to be considered as an opportunity site.

At its core, Colma’s site inventory relies on the dubious claim that the rate of housing development in Colma will triple from 75 units in the 5th RHNA cycle to 202 units in the 6th RHNA cycle without any substantive changes to local policies. HLC proposes that Colma implement ambitious new policies to ensure the mandated new housing actually gets built.

Goals, Policies, and Programs

- Implement new goals, policies and programs that substantively change local policies in ways that promote new housing development to meet existing need.
- Remove goals, policies, and programs that have already been implemented from prior cycles. Remove proposals that would erect new constraints to housing development.
- Give policies and programs specific, discrete deadlines for *program implementation*. Deadlines for meeting the quantified objectives do not count; the city must make specific commitments to implement the policies that will facilitate accomplishment of the quantified objectives.

The goals, policies, and programs portion of a housing element gives Colma an opportunity to commit to concrete changes that will help the city address unmet housing needs. In a presentation to the 21 Elements consortium, HCD describes common errors jurisdictions across

¹¹ [HCD Site Inventory Guidebook](#), p. 27

California have been making in the draft housing elements they submit: “Programs are status quo, do not support the narrative in the housing element, or do not have specific actions and timelines to demonstrate a beneficial impact in planning period. Lack of clear commitments (e.g., “uses Explore, Consider, Evaluate the feasibility, Study...”) or objectives.”¹² In their housing elements, cities are required to implement new programs, and those programs must make clear commitments to change local policies in ways that promote fair housing with specific actions, timelines, and measurable metrics for success.

HLC appreciates the progress Colma has made on implementing an inclusionary housing ordinance, promoting by-right group housing, and enabling the development of the 66-unit veterans projects a few times. Many other policies mentioned in Colma’s housing element represent admirable actions Colma has taken in the past to promote fair housing.

HLC fully supports Colma’s fifth cycle housing element policies, but we think the city needs to distinguish between old policies from the 5th RHNA cycle and new policies for the 6th cycle. None of Colma’s policies and programs has a concrete timeline: Almost all are “Ongoing,” and a few are “Completed.” Many programs describe local ordinances or actions that were taken years ago. Most of the rest describe rote compliance with state law.

Furthermore, none of Colma’s policies and programs indicate intent to pursue new policies that remove constraints to new housing and actively promote new development. In fact, some of Colma’s policies suggest that the city has not done its due diligence to identify housing needs or the constraints that prevent those needs from being met.

Program 4.6 describes outreach that Colma is legally required to have done through the housing element process: “Reach out to local service providers of special needs groups to assist in the identification and analysis of constraints to the provision of housing for persons with disabilities. Identify unmet needs and – to the degree possible – overcome any constraints, including lack of capacity and available resources.” This isn’t a new program, it’s an admission that Colma has not yet met the prerequisites for a successful housing element.

Colma’s single new policy proposal, Program 3.9, would potentially add a new constraint to housing. Program 3.9 promises to “consider the creation of a funding district or other funding mechanism to assure that the project will pay for Town services.” This program directly contradicts the policy that it supposedly supports, as it describes a new potential cost for large high-density residential uses, not an incentive.¹³

Given these shortfall, HLC does not comment on Colma’s current goals, policies, and programs, as we believe the city needs to make substantive revisions. Below, we propose a series of new policies that will promote housing production in Colma, protect renters, and foster fair housing throughout the community. In its draft housing element, we propose that Colma distinguish between recycled policies from prior housing elements and new policies.

¹² HCD presentation, [Housing Elements in the 6th Cycle: Common Shortfalls](#), Slide 5

¹³ [Draft housing element](#), p. 85

New Policies to Promote Housing Opportunity

Proposed Measure(s)	Policy Text and Justification
Provide extra density bonus incentives for very low- and extremely low-income units.	Cities will be more likely to facilitate the state-mandated ELI units required by RHNA if they provide extra incentives for developers to build those units.
Incentivizing Housing in Commercial Developments	Commit to expanding Colma's Planned Development zones to all commercially zoned properties.
Eliminate Parking Minimums for Special Needs Populations	<p>Eliminate parking minimums for housing geared toward the elderly or developmentally disabled populations throughout the town. Allow parking reductions or waivers for all very low- and extremely low-income housing within 1 mile of a regional transit stop or transit corridor.</p> <p>These communities do not drive, so requiring parking for their dwellings increases cost with no additional benefit to the residents.</p>
Strengthen Renter Protections Beyond Those Required by the Tenant Protection Act of 2019 (AB 1482)	<p>Colma could do significantly more to protect tenants beyond the requirements of state law, including:</p> <ul style="list-style-type: none"> - Require just cause for eviction from day one of occupancy - Allow compensated relocation option for all "no-fault" evictions - Allow right of first return for all evictions related to redevelopment
Fair Housing Throughout the Community	Commission an EIR to study the environmental impacts of upzoning to allow the mullin density (30 du/ac in Foster City) in all neighborhoods located within 0.5 miles of transit.
Missing Middle Housing	Conditional upon an EIR finding such upzoning to pose no threat to public health and safety, upzone all residential zones within 0.5 miles of BART to allow commercial development and densities of at least 30 du/ac.
Expand Sources of Funds for the City Affordable Housing Fund.	HLC supports Colma's plans to use preexisting city revenue to subsidize affordable housing, especially because of Colma's large tax base. In order to raise reliable revenue, however, the city may benefit from an internal revenue-raising proposal,

	<p>such as:</p> <ol style="list-style-type: none"> 1) Vacancy Tax - Parcel taxes in the form of a vacant property tax have been used by cities (VPT, Oakland) to fund affordable housing and homeless services; as well as to entice owners of undeveloped sites to either sell or build homes on their parcels. 2) Transfer Tax - A one-time tax payment that is levied by a government on the transfer of ownership to property (i.e. sale of a home) from one individual or entity
<p>School Sites/Religious and Nonprofit-Owned Sites</p>	<p>Implement an overlay zone allowing higher densities, parking minimum waivers, and looser objective standards for affordable housing on school-, religious-, and nonprofit-owned sites regardless of other zoning standards. Allowing denser affordable housing on these types of sites can often help these organizations better fulfill their missions by providing more housing to those they serve.</p>
<p>Rental Registry</p>	<p>Create a rental registry listing all properties available for rent in the city, especially affordable rentals.</p>
<p>Facilities and Services for Special Needs</p>	<p>Provide expedited permit review or by-right approvals for housing projects that include facilities that address special needs populations, including but not limited to the physically and mentally disabled, large families, and extremely low-income households.</p>
<p>Fee Exemptions for 100% Affordable Housing Projects</p>	<p>According to the 21 Elements Fee Survey jurisdictions charge fees ranging from \$6,824-\$167,210 per unit in multifamily housing. These additional fees can make many affordable housing projects, which rely on public subsidy, infeasible. Waiving or lowering fees for 100% affordable housing projects can promote the production of more affordable housing across a spectrum of income levels.</p>

Upon completing further outreach with stakeholders, HLC recommends that Colma implement additional goals, policies, and programs informed by the feedback received by the city.

Alvin Jen

From: Alvin Jen
Sent: Thursday, January 12, 2023 8:16 AM
To: Mollahan, Ben @ San Jose; planning@colma.ca.gov
Cc: Farhad Mortazavi
Subject: RE: Housing Element Inventory sites 2023-2031

Good morning Ben,

Thank you for reaching out to us. We are not proposing any rezoning on the parcels that we have identified in our site inventory. On page H-73, you can find a table for the sites along or near El Camino Real corridor regarding multifamily residential projects. If there are additional questions, please feel free to reach out to us.

Best,

Alvin Jen

Associate Planner, CSG Consultants



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ajen@colma.ca.gov

650.757.8888 main

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650.757.8890 fax

From: Mollahan, Ben @ San Jose <Ben.Mollahan@cbre.com>

Sent: Wednesday, January 11, 2023 10:52 PM

To: planning@colma.ca.gov

Subject: Housing Element Inventory sites 2023-2031

Hi all,

My name is Ben Mollahan with CBRE capital markets. After reviewing your cities 2023-2031 Housing Element Draft, we noticed there is not a list of site inventory for potential conversions. Can you please provide an excel list or something similar to that below that San Carlos has?

Our clients want to help the city and this will be the first stepping stone to doing so.

Table 4.A-1: San Carlos Housing Element 2023-2031 Sites Inventory

APN	Address	General Plan	New Zoning	Old Zoning	Size (acres)	Max. Density (du/ac)	Lot Consolidation Potential	Existing Land Use	Very Low	Low	Mod	Above Mod	Total Units
045316130	240 EL CAMINO REAL	MU-L	MU-N-120	MU-N	0.35816291005	120	Yes	retail	37	0	0	0	37
045316140	260 EL CAMINO REAL	MU-L	MU-N-120	MU-N	0.72986151373	120		retail	74	0	0	0	74
050054320	366 EL CAMINO REAL	MU-L	MU-N-50	MU-N	0.21775731992	50	Yes	retail	0	0	4	5	9
050054330	356 EL CAMINO REAL	MU-L	MU-N-50	MU-N	0.15040583942	50		office/commercial	0	0	3	3	6
050074130	1148 SAN CARLOS AVE	MU-M	MU-DC-100	MU-DC	0.11006724477	100		office/commercial	0	0	4	5	9
050074140	1156 SAN CARLOS AVE	MU-M	MU-DC-100	MU-DC	0.04614011285	100		retail	0	0	2	2	4
050074150	1178 SAN CARLOS AVE	MU-M	MU-DC-100	MU-DC	0.07393201292	100	Yes	retail	0	0	3	3	6
050074160	1188 SAN CARLOS AVE	MU-M	MU-DC-100	MU-DC	0.07693864108	100		retail	0	0	3	4	7
050074170	577 LAUREL ST	MU-M	MU-DC-100	MU-DC	0.08856562650	100		commercial	0	0	4	4	8
046114100	575 OLD COUNTY RD	MU-L	MU-N-40	MU-N	0.30662549202	40	Yes	mixed use	0	0	5	5	10
046114110	1059 MC CUE AVE	MU-L	MU-N-40	MU-N	0.08642487515	40		warehousing	0	0	1	2	3
046124110	1064 CHERRY ST	MU-L	MU-N-40	MU-N	0.11931539237	40		industrial	0	0	2	2	4
046124280	663 OLD COUNTY RD	MU-L	MU-N-40	MU-N	0.23168642064	40	Yes	warehousing	0	0	4	4	8
046124290	681 OLD COUNTY RD	MU-L	MU-N-40	MU-N	0.11824554300	40		retail	0	0	2	2	4
046126290	701 OLD COUNTY RD	MU-L	MU-N-40	MU-N	0.17845497158	40		warehousing	0	0	3	3	6
046126300	1070 HALL ST	MU-L	MU-N-40	MU-N	0.08613398935	40	Yes	single family residential	0	0	1	2	3
046126320	713 OLD COUNTY RD	MU-L	MU-N-40	MU-N	0.12097634511	40		warehousing	0	0	2	2	4
046128240	749 OLD COUNTY RD	MU-L	MU-N-40	MU-N	0.17565192090	40	Yes	retail	0	0	3	3	6
046128280		MU-L	MU-N-40	MU-N	0.18993049362	40		vacant	0	0	3	3	6
050034080	1620 SAN CARLOS AVE	MU-MH	MU-SC-120	MU-SC	0.11364707300	120		office/commercial	0	0	6	6	12
050034090	1622 SAN CARLOS AVE	MU-MH	MU-SC-120	MU-SC	0.11483114102	120	Yes	office/commercial	0	0	6	6	12
050034230	1660 SAN CARLOS AVE	MU-MH	MU-SC-120	MU-SC	0.12653867271	120		office/commercial	0	0	6	7	13
050033130	525 SYCAMORE ST	MU-M	RM-59	RM-59	0.12963884137	59	Yes	single family residential	0	0	3	3	6
050033140	529 SYCAMORE ST	MU-M	RM-59	RM-59	0.12865995591	59		single family residential	0	0	3	3	6
050034120	575 PROSPECT ST	MU-M	RM-100	RM-59	0.13093538224	100		office/commercial	0	0	5	5	10
050034130	565 PROSPECT ST	MU-M	RM-100	RM-59	0.14019658422	100	Yes	single family residential	0	0	6	5	11
050034140	557 PROSPECT ST	MU-M	RM-100	RM-59	0.14465043612	100		single family residential	0	0	6	5	11
050062070	508 ELM ST	MU-M	RM-100	RM-59	0.13214334969	100		single family residential	0	0	5	5	10
050062090	510 ELM ST	MU-M	RM-100	RM-59	0.12445253902	100	Yes	single family residential	0	0	5	4	9
050133310	620 EL CAMINO REAL	MU-M	MU-D-120	MU-D	0.13031135444	120	Yes	retail	0	0	6	7	13
050133420	628 EL CAMINO REAL	MU-M	MU-D-120	MU-D	0.16254681598	120		mixed use	0	0	8	9	17
050133320	630 EL CAMINO REAL	MU-M	MU-D-120	MU-D	0.05680766157	120		retail	0	0	3	3	6
050133330	634 EL CAMINO REAL	MU-M	MU-D-120	MU-D	0.05346730209	120	Yes	retail	0	0	2	3	5
050133450	638 EL CAMINO REAL	MU-M	MU-D-120	MU-D	0.08054951935	120		retail	0	0	4	4	8
050133170	648 EL CAMINO REAL	MU-M	MU-D-120	MU-D	0.07977545714	120		retail	0	0	4	4	8
050133440	640 EL CAMINO REAL	MU-M	MU-D-120	MU-D	0.08410986270	120	Yes	commercial	0	0	4	5	9

Thank you,
Ben

Ben Mollahan

Associate | Lic. 02136790

CBRE Capital Markets | Multifamily Properties

225 W. Santa Clara Street, 12th Floor | San Jose, CA 95113

C +1 925 330 3642

Ben.Mollahan@cbre.com | www.cbre.com

Details about the personal data CBRE collects and why, as well as your data privacy rights under applicable law, are available at [CBRE – Privacy Policy](#).

Alvin Jen

From: Alvin Jen
Sent: Wednesday, January 11, 2023 9:44 AM
To: Susy Kalkin
Cc: Farhad Mortazavi
Subject: RE: Housing Element - ALCU Review

Hi Suzy,

We anticipate these two parcels developing at approximately 55' with density bonuses.

Thanks,

Alvin Jen

Associate Planner, CSG Consultants



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650.757.8888 main

650.997.8314 direct

650.757.8890 fax

From: Susy Kalkin <kkalkin@smcgov.org>
Sent: Monday, January 9, 2023 8:48 AM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: RE: Housing Element - ALCU Review

Hi Alvin,

Thanks for the info. Just wanted to check back on the 7733 & 7778 ECR sites - is there any outside maximum height limit with density bonuses?

Thanks,
Susy

From: Alvin Jen <alvinj@csgengr.com>
Sent: Friday, January 6, 2023 4:48 PM
To: Susy Kalkin <kkalkin@smcgov.org>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: RE: Housing Element - ALCU Review

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Hi Susy,

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Please reach out if there are more questions that I can help answer.

Best,

Alvin Jen

Associate Planner, CSG Consultants



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Sent: Friday, January 6, 2023 4:27 PM

To: Alvin Jen <alvinj@csgengr.com>

Subject: RE: Housing Element - ALCU Review

Hi Alvin,

Thanks for this. Can I assume there were no changes to the opportunity sites? I also have a question for you – what is the maximum height that could be possible on any of the opportunity sites?– I can't imagine it could create a concern, but just need the info for the staff report.

Thanks,

Susy

From: Alvin Jen <alvinj@csgengr.com>

Sent: Thursday, January 5, 2023 5:41 PM

To: Susy Kalkin <kkalkin@smcgov.org>

Subject: RE: Housing Element - ALCU Review

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Any comments regarding the Housing Element can be sent to me at ajen@colma.ca.gov.

If there are any further questions, please do not hesitate to reach out.

Thanks,

Alvin Jen

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From: Susy Kalkin <kkalkin@smcgov.org>
Sent: Wednesday, December 21, 2022 11:43 AM
To: Alvin Jen <alvinj@csgengr.com>
Subject: RE: Housing Element - ALCU Review

Hi Alvin,

Is there any need for the ALUC to review the redline version separate from the clean copy?

Susy

From: Alvin Jen <alvinj@csgengr.com>
Sent: Wednesday, December 21, 2022 9:15 AM
To: Susy Kalkin <kkalkin@smcgov.org>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: RE: Housing Element - ALCU Review

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Hi Suzy,

I've attached 3 documents: C/CAG's application, the Draft Housing Element with no redlines, the Draft Housing Element with redlines.

If there are any questions, please feel free to reach out to me.

Thanks,

Alvin Jen

Associate Planner, CSG Consultants



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**Town Hall will be closed for the holidays beginning midday,
December 21, 2022 to January 2, 2023**

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Sent: Wednesday, December 21, 2022 9:01 AM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element - ALCU Review

Hi Alvin,
Please send it to me.
Thanks,
Susy

From: Alvin Jen <alvinj@csgengr.com>
Sent: Wednesday, December 21, 2022 8:56 AM
To: Susy Kalkin <kkalkin@smcgov.org>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Housing Element - ALCU Review

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Hi Suzy,

The Town of Colma would like to submit its Housing Element for ALCU's review. Do you have a best contact for us to submit the Application for Land Use Consistency Determination and our Housing Element Draft.

Best,
Alvin Jen
Associate Planner, CSG Consultants



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Subject: RE: Housing Element - ALCU Review

Hi Alvin,

Is there any need for the ALUC to review the redline version separate from the clean copy?

Susy

From: Alvin Jen <alvinj@csgengr.com>
Sent: Wednesday, December 21, 2022 9:15 AM
To: Susy Kalkin <kkalkin@smcgov.org>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: RE: Housing Element - ALCU Review

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

Hi Suzy,

I've attached 3 documents: C/CAG's application, the Draft Housing Element with no redlines, the Draft Housing Element with redlines.

If there are any questions, please feel free to reach out to me.

Thanks,

Alvin Jen

Associate Planner, CSG Consultants



**Town of Colma
Planning Department**

1198 El Camino Real, Colma, CA 94014

www.colma.ca.gov

ajen@colma.ca.gov

650.757.8888 main

650.997.8314 direct

650.757.8890 fax

**Town Hall will be closed for the holidays beginning midday,
December 21, 2022 to January 2, 2023**

From: Susy Kalkin <kkalkin@smcgov.org>
Sent: Wednesday, December 21, 2022 9:01 AM
To: Alvin Jen <alvinj@csgengr.com>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Re: Housing Element - ALCU Review

Hi Alvin,
Please send it to me.
Thanks,
Susy

From: Alvin Jen <alvinj@csgengr.com>
Sent: Wednesday, December 21, 2022 8:56 AM
To: Susy Kalkin <kkalkin@smcgov.org>
Cc: Farhad Mortazavi <farhadm@csgengr.com>
Subject: Housing Element - ALCU Review

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

Hi Suzy,

The Town of Colma would like to submit its Housing Element for ALCU's review. Do you have a best contact for us to submit the Application for Land Use Consistency Determination and our Housing Element Draft.

Best,
Alvin Jen
Associate Planner, CSG Consultants



**Town of Colma
Planning Department**

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December 21, 2022 to January 2, 2023**



STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Pak Lin, Administrative Services Director
 Brad Donohue, Director of Public Works
 VIA: Brian Dossey, City Manager
 MEETING DATE: January 25, 2023
 SUBJECT: 2022-2023 Capital Program Update

RECOMMENDATION

Staff recommends that the City Council adopt the following resolutions approving:

RESOLUTION AMENDING THE FISCAL YEAR 2022-23 CAPITAL IMPROVEMENT BUDGET TO \$14,279,680, INCLUDING ADDING FOUR NEW PROJECTS, CLOSING OUT ONE CAPITAL PROJECT; CARRYING OVER \$531,496 OF UNSPENT PROJECT BUDGET TO FY 2022-23; TRANSFERRING \$1,431,828 FROM GENERAL FUND (11) TO STREET CIP FUND (32); AND, RELEASING UNSPENT FUNDING OF \$82,275 TO CAPITAL RESERVE, AND \$3,220 TO FLEET REPLACEMENT FUND, PURSUANT TO CEQA GUIDELINE 15378.

EXECUTIVE SUMMARY

The Town conducts periodic reviews of its operating budget and its capital program. A periodic review provides transparency and accountability. Attachment B of this report summaries 20 actively funded Capital projects in FY 2022-23. The report contains a brief description of each capital project, the status each project as of December 31, 2022, and the corresponding financial information.

The FY 2021-22 Capital Program included a total project budget of \$4.02 million, spent \$3.40 million, and resulting in an available project budget of \$616,991. Many of the projects in the capital program are multi-years and unspent portions of the budget is carried-over until the project is completed. Of the \$616,991 of available project budget funds, \$531,496 needs to carry over and \$85,495 can be released back to the corresponding reserve fund balances.

Adding the FY 2022-23 additional investment of \$4.72 million and the additional request of \$9.03 million, the total FY 2022-23 capital program is \$14.28 million. The additional request includes four new projects that has State and County grant funds. The Town's responsibility is \$1.48 million and will require a General Fund transfer of \$1.43 million.

FISCAL IMPACT

Increase the FY 2022-23 Capital Program Budget to \$14,279,680, which includes \$531,496 of carryover funds from FY 2021-22, \$1,431,828 of General Fund Transfer, and \$7,551,500 of various State and Local grants.

The Town will also release \$84,167 of unused project funding to various fund reserves.

BACKGROUND

Annually, after the fiscal year is closed, the Town reviews its capital program to identify and summarize project budget carryover and funding release of completed projects. The Adopted FY 2022-23 Capital Program totaled \$8.74 million, with \$4.02 million from prior years funding and \$4.72 million in new capital investments.

Table 1			
FY 2022/23 Capital Program Update	Project Budget	FY 2022-23	Total
Project Title (Number)	Thru 6/30/2022	Investment	Capital Program
	[a]	[b]	[a] + [b]
Category 1: Streets, Sidewalks, and Bikeways			
Annual Roadway Rehabilitation and Preventive Maintenance Program (906)	\$ 150,000	\$ 292,900	\$ 442,900
El Camino Real Bicycle and Pedestrian Improvement (923)	-	2,000,000	2,000,000
F-Street Retaining Wall (902)	47,000	400,000	447,000
Mission Road Bicycle and Pedestrian Improvement Project (903)	2,860,000	-	2,860,000
Mission Road Landscaping (908)	29,000	343,200	372,200
Mission Road Crosswalk (909)	11,000	119,009	130,009
Town-Wide Bicycle and Pedestrian Master Plan (910)	-	100,000	100,000
Category 2: Sewers & Storm Drains			
Storm Drain System Assessment and Mapping (972)	-	70,000	70,000
Category 3: City Facilities & Long-Range Plans			
Colma Museum Facility Repair & Painting (951)	75,000	-	75,000
Facility Parking Lot Upgrades (953)	99,025	140,975	240,000
Housing Element Update (996)	100,000	110,000	210,000
Public Arts Program (980)	-	15,000	15,000
Town-Wide Branding (959)	-	100,000	100,000
Urban Tree Master Plan& Improvement (998)	-	100,000	100,000
Zoning Code Update (997)	100,000	80,000	180,000
Category 4: Major Equipment, Technology & Fleet			
Equipment Purchase and Replacement (984)	233,339	150,000	383,339
Financial Software Replacement (965)	100,000	430,000	530,000
IT Infrastructure Upgrades (986)	50,000	50,000	100,000
Vehicle Replacement (987)	164,000	220,000	384,000
Total	\$ 4,018,364	\$ 4,721,084	\$ 8,739,448

ANALYSIS

As shown in Table 2, below, the FY 2021-22 Capital Program has an available balance of \$616,991 by June 30, 2022, of which, \$531,496 is needed to be carried over to FY 2022-23.

Table 2									Fund Release	
FY 2022/23 Capital Program Update	Project Budget Thru 6/30/2022	Spending Thru 6/30/2022	Unspent Project Budget at 7/1/2022	Project Budget Carryover to 7/1/2022	FY 2022-23 Investment	Additional Request @ 12/31/2022	Available Project Budget in FY22/23	Fund No	Amount	
Project Title (Number)	[a]	[b]	[a] - [b]	[c]	[d]	[d]	[c] + Σ[d]			
Category 1: Streets, Sidewalks, and Bikeways										
Annual Roadway Rehabilitation and Preventive Maintenance Program (906)	\$ 150,000	\$ 0	\$ 150,000	\$ 150,000	\$ 292,900	\$ 27,100	\$ 470,000	Fund 32	\$ (27,100)	
El Camino Real Bicycle and Pedestrian Improvement (923)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,000,000		\$ 2,000,000			
El Camino Real Segment B Design (915)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 670,000	\$ 670,000			
El Camino Real Segment B Construction Project (916)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,800,000	\$ 5,800,000			
El Camino Real & Mission Rd Access to Transient Multimodal Crossing Improvement (904)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 180,000	\$ 180,000	Fund 32	\$ (16,672)	
Serramonte Blvd West Phase 1 Project (911)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,350,000	\$ 2,350,000			
F-Street Retaining Wall (902)	\$ 47,000	\$ 40,542	\$ 6,458	\$ 6,458	\$ 400,000		\$ 406,458			
Mission Road Bicycle and Pedestrian Improvement Project (903)	\$ 2,860,000	\$ 2,860,000	\$ 0	\$ 0	\$ 0		\$ 0	Fund 32	\$ 43,772	
Mission Road Landscaping (908)	\$ 29,000	\$ 21,420	\$ 7,580	\$ 7,580	\$ 343,200		\$ 350,780			
Mission Road Crosswalk (909)	\$ 11,000	\$ 0	\$ 11,000	\$ 11,000	\$ 119,009		\$ 130,009			
Town-Wide Bicycle and Pedestrian Master Plan (910)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000		\$ 100,000			
Category 2: Sewers & Storm Drains										
Storm Drain System Assessment and Mapping (972)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 70,000		\$ 70,000			
Category 3: City Facilities & Long-Range Plans										
Colma Museum Facility Repair & Painting (951)	\$ 75,000	\$ 11,245	\$ 63,755	\$ 63,755	\$ 0		\$ 63,755			
Facility Parking Lot Upgrades (953)	\$ 99,025	\$ 0	\$ 99,025	\$ 99,025	\$ 140,975		\$ 240,000			
Housing Element Update (996)	\$ 100,000	\$ 84,351	\$ 15,649	\$ 15,649	\$ 110,000		\$ 125,649			
Public Arts Program (980)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 15,000		\$ 15,000			
Town-Wide Branding (959)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000		\$ 100,000			
Urban Tree Master Plan & Improvement (998)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000		\$ 100,000			
Zoning Code Update (997)	\$ 100,000	\$ 21,971	\$ 78,029	\$ 78,029	\$ 80,000		\$ 158,029			
Category 4: Major Equipment, Technology & Fleet										
Equipment Purchase and Replacement (984)	\$ 233,339	\$ 160,720	\$ 72,619	\$ (0)	\$ 150,000		\$ 150,000	Fund 31	\$ 72,619	
Financial Software Replacement (965)	\$ 100,000	\$ 0	\$ 100,000	\$ 100,000	\$ 430,000		\$ 530,000			
IT Infrastructure Upgrades (986)	\$ 50,000	\$ 40,344	\$ 9,656	\$ (0)	\$ 50,000		\$ 50,000	Fund 31	\$ 9,656	
Vehicle Replacement (987)	\$ 164,000	\$ 160,780	\$ 3,220	\$ 0	\$ 220,000		\$ 220,000	Fund 61	\$ 3,220	
Total	4,018,364	3,401,373	616,991	531,496	4,721,084	9,027,100	14,279,680		85,495	

Unlike the operating budget, the capital programs budget is for the life of the project and not reset at the end of each fiscal year. The summary above and the carryover budget request in the resolution is administrative in nature and aids in the year-end audit process.

The FY 2022-23 Investment (Column [d]) accounts for the Council adopted capital budget in June and subsequent budget amendments from July 1, 2022 through December 31, 2022. The table also includes four new projects and a budget amendment request for the Annual Roadway Rehabilitation Program in the amount of \$27,100.

Additional Request (Budget Amendments)

- Annual Roadway Rehabilitation and Preventative Maintenance Program (906).** The FY 2022-23 roadway improvement project involves slurry seal at Hillside and Lawndale. This project is to piggyback off the South San Francisco roadway improvement project in that vicinity. Through preliminary assessment of the construction costs, staff realized that the project will cost around \$320,000 to cover the cost of construction, construction management, and contingency. Staff is recommending to use a portion of the unused project budget to fund this project.
- El Camino Real Segment B Design (915).** This is a new capital project. The details of the project can be found in Attachment C. The design of El Camino Real Segment B project includes grant funding of \$603,000 and a required local match of \$67,000. The local match of \$67,000 needs to be funded through General Fund.

- **El Camino Real Segment B Construction (916)**. This is a new capital project with grant funding of \$4.64 million. A local match of \$1.16 million is required to be funded through General Fund Transfer. See Attachment D for more information on this project.
- **El Camino Real & Mission Rd Access to Transient Multimodal Crossing Improvement (904)**. This is a new project, and the project description is available as Attachment E. The total project budget is \$180,000 with \$162,000 in grant funding and \$18,000 in local match. Staff is recommending using a portion of the unused project budget to fund the local match.
- **Serramonte Blvd West Phase 1 Project (911)**. This is a new project with a project budget of \$2.35 million. As described in Attachment F, the Town submitted the grant application in September 2022. The grant award is \$1.83 million, and the local match is \$203,500.

Closed Projects

- **Mission Road Bicycle and Pedestrian Project** was completed in July 2021 and can be closed. The Town received \$43,772 in extra grant fundings, allowing the Town to reallocate the funds to **Annual Roadway Rehab (906)** - \$27,100 and **ECR/Mission Rd Project (904)** - \$16,672.
- The **Equipment Purchase and Replacement (984)**, **IT Infrastructure Upgrades (986)** and the **Vehicle Replacement (987)** programs are ongoing in nature. The FY 2021-22 program year project can be closed and the available fundings can be released back to its corresponding reserve balances or to offset part of the additional requests.

Fund Release Summary

Total funds to be released back to the various reserve balances is \$85,495 with the following amounts:

Fund 31 – Capital reserve	\$82,275
Fund 61 – Fleet Replacement reserve	\$3,220
Total	\$85,495

General Fund Transfers

As discussed above, three of the four new projects with grant funding requires General Fund support.

Project Name	Grant Funding	General Fund Transfer	Other Local Match	Total Project Cost
El Camino Real Segment B Design (915)	\$ 603,000	\$ 67,000		\$ 670,000
El Camino Real Segment B Construction Project (916)	\$ 4,640,000	\$ 1,160,000		\$ 5,800,000
El Camino Real & Mission Rd Access to Transient Multimodal Crossing Improvement (904)	\$ 162,000	\$ 1,328	\$ 16,672	\$ 180,000

Serramonte Blvd West Phase 1 Project (911)	\$ 2,146,500	\$ 203,500		\$ 2,350,000
Total General Fund Transfer	\$ 7,551,500	\$ 1,431,828	\$ 16,672	\$ 9,000,000

Staff is anticipating a General Fund surplus of \$1.7 million in FY 2021-22, which can be entirely transferred to the Capital Program to support the local match requirements listed above and other grant funded projects currently under review. The final FY 2021-22 General Fund surplus will be presented as part of the annual audit report and the transfers can be considered at that time.

In addition to the FY 2021-22 General Fund surplus, staff will research other local match grants to reduce the burden on the Town's General Fund.

Reasons For the Recommended Action/Findings

Staff recommends the City Council adopt the resolution amending the FY 2021-22 Capital Improvement Program Budget to be \$14,279,680 as listed in Table 2 above. This approval includes:

1. Carry over of \$531,496 from FY 2021-22 to FY 2022-23;
2. Increase Annual Roadway Rehabilitation and Preventative Maintenance Program by \$27,100;
3. Add the four new projects listed under "Additional Request" above, totaling \$9.0 million;
4. Transfer \$43,772 of available project fundings to offset the additional requests for Annual Roadway Rehab and ECR/Mission Rd projects.
5. Transfer \$1.43 million from the General Fund (11) to Street Capital Fund (32) with the creation of the four new projects
6. Release \$85,495 of available unused funds with \$82,275 to Capital reserve Fund 31 and \$3,220 to Fleet Replacement Fund 61.

Council Adopted Values

Periodic review of the Capital Program is an exercise of government transparency, fiscal accountability, and thoughtfulness in the use of public funds. Periodic review provides a brief project scope and progress update, project budget and spending summary, and explanation for budget amendments and project delays. It allows the City Council to thoughtfully decide and direct staff whether to continue the current course or to shift priorities.

CONCLUSION

Overall, the Town's capital program stayed within program budget.

ATTACHMENTS

- A. Resolution
- B. Capital Program Status Through December 31, 2022
- C. ECR Segment B Design Project
- D. ECR & Mission Signalization Design Project
- E. ECR Segment B Construction Project
- F. Serramonte Blvd West Phase I Project



**RESOLUTION NO. 2023-##
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

RESOLUTION AMENDING THE FISCAL YEAR 2022-23 CAPITAL IMPROVEMENT BUDGET TO \$14,279,680, INCLUDING ADDING FOUR NEW PROJECTS, CLOSING OUT ONE CAPITAL PROJECT; CARRYING OVER \$531,496 OF UNSPENT PROJECT BUDGET TO FY 2022-23; TRANSFERRING \$1,431,828 FROM GENERAL FUND (11) TO STREET CIP FUND (32); AND, RELEASING UNSPENT FUNDING OF \$82,275 TO CAPITAL RESERVE, AND \$3,220 TO FLEET REPLACEMENT FUND, PURSUANT TO CEQA GUIDELINE 15378.

The City Council of the Town of Colma does resolve as follows.

1. Background

(a) On June 8, 2022, the City Council approved and adopted the FY 2022-23 Budget which consists of FY 2022-23 operating budget appropriations and the FY 2022-23 capital improvement;

(b) The Adopted FY 2022-23 Capital Program totaled \$8.74 million, with \$4.02 million from prior years funding and \$4.72 million in new capital investments;

(c) The FY 2021-22 Capital Program had an available balance as of June 30, 2022 of \$616,991, of which \$531,496 is requested to be carried over to FY 2022-23, \$82,275 is requested to be released and returned to Capital reserve, and \$3,220 is requested to be released and returned to Fleet Replacement;

(d) Mission Road Bicycle and Pedestrian Improvement Project (903) is complete and the available fund of \$43,772 is requested to be reallocated to Annual Roadway Rehab Project (\$27,100) and the El Camino Real & Mission Road Access Project (\$16,672);

(e) In review of the FY 2022-23 Capital Program, Staff found that that Annual Roadway Rehabilitation and Preventative Maintenance Program budget needs to be increased by \$27,100 to \$442,900 and the following four new projects need to be added to the capital program

Project Name	Grant Funding	Local Match	Total Project Cost
El Camino Real Segment B Design (915)	\$ 603,000	\$ 67,000	\$ 670,000
El Camino Real Segment B Construction Project (916)	\$ 4,640,000	\$ 1,160,000	\$ 5,800,000
El Camino Real & Mission Rd Access to Transient Multimodal Crossing Improvement (904)	\$ 162,000	\$ 18,000	\$ 180,000
Serramonte Blvd West Phase 1 Project (911)	\$ 2,146,500	\$ 203,500	\$ 2,350,000

(f) Staff is also requesting transfer of \$1,431,828 from General Fund (11) to Street Capital Fund (32) to fund the Local Match;

(g) The City Council duly considered the proposed budget amendments and public comments,

if any, thereon.

2. Findings and Order.

The City Council hereby approves and orders the following changes:

(a) *Summary of New FY 2022-23 Capital Program Budget.* Table 1 titled "2022/23 Capital Program Update" shall be and is hereby approved as the new FY 2022-23 Capital Program Budget.

Table 1 FY 2022/23 Capital Program Update Project Title (Number)	Project Budget Thru 6/30/2022 [a]	Spending Thru 6/30/2022 [b]	Unspent Project Budget at 7/1/2022 [a] - [b]	Project Budget Carryover to 7/1/2022 [c]	FY 2022-23 Investment [d]	Additional	Available Project Budget in FY22/23 [c] + Σ[d]
						Request @ 12/31/2022 [d]	
Category 1: Streets, Sidewalks, and Bikeways							
Annual Roadway Rehabilitation and Preventive Maintenance Program (906)	\$ 150,000	\$ 0	\$ 150,000	\$ 150,000	\$ 292,900	\$ 27,100	\$ 442,900
El Camino Real Bicycle and Pedestrian Improvement (923)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,000,000		\$ 2,000,000
El Camino Real Segment B Design (915)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 670,000	\$ 670,000
El Camino Real Segment B Construction Project (916)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,800,000	\$ 5,800,000
El Camino Real & Mission Rd Access to Transient Multimodal Crossing Improvement (904)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 180,000	\$ 180,000
Serramonte Blvd West Phase 1 Project (911)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,350,000	\$ 2,350,000
F-Street Retaining Wall (902)	\$ 47,000	\$ 40,542	\$ 6,458	\$ 6,458	\$ 400,000		\$ 406,458
Mission Road Bicycle and Pedestrian Improvement Project (903)	\$ 2,860,000	\$ 2,860,000	\$ 0	\$ 0	\$ 0		\$ 0
Mission Road Landscaping (908)	\$ 29,000	\$ 21,420	\$ 7,580	\$ 7,580	\$ 343,200		\$ 350,780
Mission Road Crosswalk (909)	\$ 11,000	\$ 0	\$ 11,000	\$ 11,000	\$ 119,009		\$ 130,009
Town-Wide Bicycle and Pedestrian Master Plan (910)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000		\$ 100,000
Category 2: Sewers & Storm Drains							
Storm Drain System Assessment and Mapping (972)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 70,000		\$ 70,000
Category 3: City Facilities & Long-Range Plans							
Colma Museum Facility Repair & Painting (951)	\$ 75,000	\$ 11,245	\$ 63,755	\$ 63,755	\$ 0		\$ 63,755
Facility Parking Lot Upgrades (953)	\$ 99,025	\$ 0	\$ 99,025	\$ 99,025	\$ 140,975		\$ 240,000
Housing Element Update (996)	\$ 100,000	\$ 84,351	\$ 15,649	\$ 15,649	\$ 110,000		\$ 125,649
Public Arts Program (980)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 15,000		\$ 15,000
Town-Wide Branding (959)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000		\$ 100,000
Urban Tree Master Plan & Improvement (998)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000		\$ 100,000
Zoning Code Update (997)	\$ 100,000	\$ 21,971	\$ 78,029	\$ 78,029	\$ 80,000		\$ 158,029
Category 4: Major Equipment, Technology & Fleet							
Equipment Purchase and Replacement (984)	\$ 233,339	\$ 160,720	\$ 72,619	\$ (0)	\$ 150,000		\$ 150,000
Financial Software Replacement (965)	\$ 100,000	\$ 0	\$ 100,000	\$ 100,000	\$ 430,000		\$ 530,000
IT Infrastructure Upgrades (986)	\$ 50,000	\$ 40,344	\$ 9,656	\$ (0)	\$ 50,000		\$ 50,000
Vehicle Replacement (987)	\$ 164,000	\$ 160,780	\$ 3,220	\$ 0	\$ 220,000		\$ 220,000
Total	4,018,364	3,401,373	616,991	504,396	4,721,084	8,983,328	14,208,808

(b) *Summary of Project Closeout.* Table 2, columns titled "Fund Release" below, summarizes project budgets to be closed and the amount to be released to various funds, including the reallocation of \$43,772 from Mission Road Bicycle and Pedestrian project (903) to Annual Roadway Rehab (906) and El Camino Real/Mission Road Access (904) projects.

Table 2 FY 2021/22 Project Closeout Summary Project Title (Number)	Project Budget Thru 6/30/2022 [a]	Spending Thru 6/30/2022 [b]	Unspent Project Budget at 7/1/2022 [a] - [b]	Project Budget Carryover to 7/1/2022 [c]	FY 2022-23 Investment [d]	Additional Request @ 12/31/2022 [d]	Available Project Budget in FY22/23 [c] + Σ[d]	Fund Release	
								Fund No	Amount
Category 1: Streets, Sidewalks, and Bikeways									
Annual Roadway Rehabilitation and Preventive Maintenance Program (906)	\$ 150,000	\$ 0	\$ 150,000	\$ 0	\$ 292,900	\$ 27,100	\$ 442,900	Fund 32	\$ (27,100)
El Camino Real & Mission Rd Access to Transient Multimodal Crossing Improvement (904)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 180,000	\$ 180,000	Fund 32	\$ (16,672)
Mission Road Bicycle and Pedestrian Improvement Project (903)	\$ 2,860,000	\$ 2,860,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Fund 32	\$ 43,772
Category 2: Sewers & Storm Drains									
None	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0		
Category 3: City Facilities & Long-Range Plans									
None	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0		
Category 4: Major Equipment, Technology & Fleet									
Equipment Purchase and Replacement (984)	\$ 233,339	\$ 160,720	\$ 72,619	\$ (0)	\$ 150,000	\$ 0	\$ 150,000	Fund 31	\$ 72,619
IT Infrastructure Upgrades (986)	\$ 50,000	\$ 40,344	\$ 9,656	\$ (0)	\$ 50,000	\$ 0	\$ 50,000	Fund 31	\$ 9,656
Vehicle Replacement (987)	\$ 164,000	\$ 160,780	\$ 3,220	\$ 0	\$ 220,000	\$ 0	\$ 220,000	Fund 61	\$ 3,220
Total	3,457,339	3,221,845	235,494	(1)	712,900	207,100	1,042,899		85,495

(c) *Drawdown on Reserve.* The Annual Roadway Rehabilitation and Mission Road Improvement projects require a transfer of \$1,431,828 from the General Fund (11) to Street Capital Fund (32). The City Council hereby orders and approves the drawdown on reserve and approves this change to amend the Fiscal Year 2022-2023 Capital Improvement Budget.

Certification of Adoption

I certify that the foregoing Resolution No. 2023-## was duly adopted at a regular meeting of the City Council of the Town of Colma held on January 25, 2023, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Helen Fisicaro					
Ken Gonzalez					
Carrie Slaughter					
<i>Voting Tally</i>					

Dated: _____

Joanne F. del Rosario, Mayor

Attest: _____
Caitlin Corley, City Clerk



Category 1: Streets, Sidewalks, and Bikeways

Annual Roadway Rehabilitation and Preventative Maintenance Program (906)

Ongoing Program

Description: The Annual Roadway Rehabilitation and Preventative Maintenance Program includes minor repairs, such as crack sealing, and major rehabilitation, such as slurry seal and mill and fill. The goal of the program is to maintain the Town’s Pavement Condition Index at 80 or above. The project includes mill and fill @ 300 Block of F Street (FY 2021-22) and slurry seal @ Hillside & Lawndale (FY 2022-23).

Status: The Notice of Completion for the mill and fill @ 300 Block of F-Street was accepted by the City Council on October 26, 2022. The slurry seal @ Hillside & Lawndale is scheduled for spring/summer of 2023. Staff will be coordinating with the City of South San Francisco to complete the Hillside slurry project.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22: F-Street Roadway (mill & fill)							
Measure M	-	-	Construction (81003)	150,000	-	149,069	149,069
Measure A (22)	72,600	72,600	Planning & Design (81002)	-	-	-	-
Measure W (26)	31,950	31,950		-	-	-	-
Gas Tax & RMRA (21)	45,450	45,450		-	-	-	-
Total Funding	150,000	150,000	Total Spending to Date	150,000	-	149,069	149,069
Pending Grant/Other Reimbursements		-	Available Project Budget				931
FY 2022/23: Hillside & Lawndale - Slurry							
Measure A (22)	80,000	80,000	Construction (81003)	292,900	-	-	-
Measure W (26)	60,000	60,000	Planning & Design (81002)	-	-	-	-
Gas Tax & RMRA (21)	80,000	80,000		-	-	-	-
General Fund	72,900	72,900		-	-	-	-
Total Funding	292,900	292,900	Total Spending to Date	292,900	-	-	-
Pending Grant/Other Reimbursements		-	Available Project Budget				292,900

El Camino Real Bicycle and Pedestrian Improvement (923) - PSR

Description: The project includes a re-design of El Camino Real (ECR). It incorporates a lane reduction in each direction so that Class 4 bike lanes can be designated on the Northbound and Southbound directions. The project also includes continuous compliant sidewalks, additional bicycle and pedestrian safety features, new traffic signals, landscaping, reconfiguration of the Mission Road (“the Y”) intersection, and bioretention storm drain infrastructure along ECR. The project presents a vision for residents and visitors to travel safely, comfortably, and with ease.

Status: Funding agreement was received. Staff is preparing the Request for Proposal (RFP), to be published by beginning of February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Measure W Grant ()	1,800,000	-	Design (81002)	2,000,000	-	-	-
General Fund	200,000	200,000	Construction (81003)	-	-	-	-
Total Funding	2,000,000	200,000		2,000,000	-	-	-
Pending Grant/Other Reimbursements		1,800,000	Available Project Budget				2,000,000

Category 1: Streets, Sidewalks, and Bikeways **Cont**

F-Street Retaining Wall (902)

Description: In 2019, the Engineering Department surveyed the retaining wall on F Street. The survey determined that the deterioration of the F-Street wall is likely due to poor drainage. The first phase of the project is design, specifications, plans, and construction estimates. The second phase includes soliciting bids for construction and construction management services.

Status: Project has been completed. Notice of Completion will be presented to the City Council for approval in March, as a consent item.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve	40,000	40,000	Design (81002)	47,000	40,542	7,910	48,452
General Fund	407,000	407,000	Project Management (71010)	80,000	-	-	-
		-	Construction (81003)	320,000	-	194,608	194,608
Total Funding	447,000	447,000		447,000	40,542	202,518	243,059
Pending Grant/Other Reimbursements		-	Available Project Budget				203,941

Mission Road Bicycle and Pedestrian Improvement Project (903) **Completed**

Description: The Mission Road Bicycle and Pedestrian Improvements Project includes implementation of several safety related improvements for pedestrians, bicyclists and vehicles along Mission Road between El Camino Real and Lawndale Boulevard.

Status: Completed. Received extra grant funding to offset project cost in the amount of \$43,772. Available project funding will be released and recorded as Capital Fund Reserve.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund	590,000	590,000	Prof Consult (71010)	238,608	246,804	-	246,804
OBAG-TLC (35005)	525,000	558,740	Plng&Design (81002)	401,668	403,403		403,403
OBAG-LSR (35006)	100,000	100,000	Construction (81003)	2,219,724	2,209,793		2,209,793
Measure A (22)	350,000	350,000					
Safe Route to School (35007)	200,000	220,000					
Gas Tax/RMRA (21)	117,000	117,000					
Measure M (35131)	330,000	320,032					
PLAN JPA	10,000	10,000					
Proj Realloc	638,000	638,000					
Total Funding	2,860,000	2,903,772		2,860,000	2,860,000	-	2,860,000
Pending Grant/Other Reimbursements		(43,772)	Available Project Budget				-

Category 1: Streets, Sidewalks, and Bikeways **Cont**

Mission Road Crosswalk (909)

Description: Design and construct a high visibility crosswalk on Mission Road at the back entrance to the Treasure Island mobile home park. The high visibility crosswalk will be delineated with pre-emptive signage, viable pavement markings and pedestrian activated solar powered Rectangular Rapid Flashing Beacons (RRFB's). Part of the design portion of the project is to design speed humps for the roadway. This will be introduced into the bid documents as a bid alternative.

Status: Project is delayed due to weather and supply chain issues. Tentatively scheduled to start in February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve	11,000	11,000	Design (81002)	11,000	-	-	-
General Fund	119,000	119,000	Project Management (71010)	16,758	-	-	-
		-	Construction (81003)	102,252	-	-	-
Total Funding	130,000	130,000		130,009	-	-	-
Pending Grant/Other Reimbursements		-	Available Project Budget				130,009

Mission Road Landscaping (908)

Description: After completion of the Mission Road Bicycle and Pedestrian Improvement Project in FY 2020-21, a second phase of the project was added to landscape the open area between Holy Cross's Historic Rock Wall and the back of sidewalk that fronts Holy Cross Cemetery on Mission Road. The landscape design will be to emphasize drought resistance low maintenance plants and shrubs. The tree pallet will be a species of trees that thrive in Colma's microclimate along with providing color to enhance the roadway frontage and shade for those who walk through the Mission Road Residential and Business District. The landscape area will have rest stops that will be constructed to meet accessibility requirements, park benches, trash receptacles, and a dog mitt station.

Status: Project is delayed due to weather. Tentatively scheduled to start in February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve	29,000	29,000	Design (81002)	29,000	15,109	1,466	16,575
General Fund	343,200	343,200	Project Management (71010)	57,200	6,311	-	6,311
		-	Construction (81003)	286,000	-	-	-
Total Funding	372,200	372,200		372,200	21,420	1,466	22,887
Pending Grant/Other Reimbursements		-	Available Project Budget				349,313

Category 1: Streets, Sidewalks, and Bikeways **Cont**

Town-Wide Bicycle and Pedestrian Master Plan (910)

Description: Colma was awarded funding through the Transportation Development Act Article 3 (TDA3) Pedestrian and Bicycle Program for a Bicycle and Pedestrian Master Plan. The Colma Bicycle and Pedestrian Master Plan will envision a safer, more connected active transportation system in the Town of Colma. This project will build on the El Camino Real Bike and Pedestrian Plan, the Serramonte Collins Master Plan, the Hillside Boulevard complete streets improvement project, the Mission Road improvement project, and Systemic Safety Analysis Report (SSAR) performed by the Town of Colma.

Status: Received grant funding agreement in October. Staff has begun working on the master plan and the study session is tentatively scheduled for May 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
TDA Art 3 Grant (32-35003)	90,000	-	Design (81002)	100,000	-	-	-
General Fund	10,000	10,000					
Total	100,000	10,000		100,000	-	-	-
Total Eligible for Grant Reimbursement		90,000	Available Project Budget				100,000

Category 2: Sewer and Storm Drain

Storm Drain System Assessment and Mapping (972)

Description: The project will review and analyze the Town's 11 miles of the Storm Drain System. The process will begin with starting to assess the current Storm Drainage system by way of internally videotaping the system in its current state. The video will provide several insights; it will unveil any needed repairs and unrecorded blind or illegal connections. The videotaping equipment used to view the interior of the storm drain lines will also have the capabilities of recording the data and allowing the data to be mapped in the Town's Geographical Information System (GIS). The findings that come through the videotaping process will allow staff to budget for repairs or enhancements to the storm drain system. Only portions of the system will be addressed each year. The project is expected to be a 3-year effort; funding will be requested on an annual basis for the specific scope of work for each year.

Status: Project is scheduled to start in Spring of 2023. RFP will be sent out in February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	70,000	-	Design (81002)	70,000	-	-	-
Total Funding	70,000	-	Total Spending to Date	70,000	-	-	-
Pending Grant/Other Reimbursements		70,000	Available Project Budget				70,000

Category 3: Facilities and Long-Range

Colma Museum Repair & Rehab (951)

Description: The Historical Museum Facility is currently in need of painting. The work includes minor building repairs such as plaster touch up, dry rot repairs, and window and trim repairs or replacement.

Status: Due to supply shortage, the window installation was delayed to FY 2022-23. The next phase of the project includes exterior painting, tentatively scheduled for Spring/Summer of 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	75,000	75,000	Construction (81003)	75,000	11,245	-	11,245
Total Funding	75,000	75,000	Total Spending to Date	75,000	11,245	-	11,245
Pending Grant/Other Reimbursements		-	Available Project Budget				63,755

Facility Parking Lot Upgrades and Repairs (953)

Description: Several of the Town owned facility parking lots are in need of reconstruction and/or resurfacing along with striping and Americans with Disabilities Act (ADA) upgrades. This project will address long term parking lot maintenance and reconstruction needs at: Creekside Villas, the Colma Community Center and Historical Museum, the Colma Police Station and the Public Works Maintenance Corporation Yard. The work will vary from facility to facility ranging from reconstruction, (Mill and fill) to minor surface treatments, such as crack sealing and slurry coats. All facilities will be restriped. Installation of additional ADA stalls will be considered if feasible for the Colma Community Center parking lot. Given the recent increase in oil prices and construction escalation costs, it is estimated that the project will increase by more than 20% over original estimates that were presented several years ago.

Status: Project is postponed to Spring of 2023 for a more competitive bid, Staff is combining all facility parking lot improvements into one bid package.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	240,000	99,025	Construction (81003)	240,000	-	-	-
Total Funding	240,000	99,025	Total Spending to Date	240,000	-	-	-
Pending Grant/Other Reimbursements		140,975	Available Project Budget				240,000

Housing Element Update (996)

Description: Pursuant to state law, the Town is required to update its General Plan Housing Element and be adopted by the City Council and certified by the State by January of 2023.

Status: The first draft was submitted to the Housing and Community Development (HCD) for review. The Town received comments from HCD, and are under final review by Staff. The comments are under review by Staff, and the City Council approved report will be submitted to HCD by Jan 31, 2023. The Town expects a few more rounds of comments and reviews between HCD and Staff.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve (31)	125,000	15,000	Plng&Design (81002)	210,000	84,351	44,297	128,648
LEAP Grant (31)	65,000	-			-	-	-
REAP Grant (31)	20,000	-			-	-	-
Total Funding	210,000	15,000	Total Spending to Date	210,000	84,351	44,297	128,648
Pending Grant/Other Reimbursements		195,000	Available Project Budget				81,352

Category 3: Facilities and Long-Range **CONT**

Public Arts Program (980)

Description: The Town of Colma’s Strategic Plan for 2020-2022 includes an objective of developing a public art and wayfaring program, in the interest of building upon our community identity and maintaining quality of life. On October 13, 2021 and February 23, 2022 the Planning Department presented a public art study session to the City Council in order to gauge interest in implementing public art in Colma. In FY 2022-23 staff is proposing 2-4 pieces of small public art. Once approved, staff would recommend designs that are decorative and that depict uncontroversial subjects.

- Paint or vinyl-wrap two utility cabinets
- Paint on bike rack at the Colma Community Center

Status: Staff is contacting different non-profit organizations to involve kids in the public arts program.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund	15,000	-	Construction (81003)	15,000	-	-	-
Total Funding	15,000	-	Total Spending to Date	15,000	-	-	-
Pending Grant/Other Reimbursements		15,000	Available Project Budget				15,000

Town-Wide Branding (959)

Description: The 2012 Economic Development Plan identified several strategies within the framework of the study. One of the strategies was to create Branding and Promotional Materials emphasizing Colma’s commercial activities. Phase 1 of this project will be to prepare an RFP and hire a firm to develop a community branding campaign. The process will involve local outreach, surveys, interviews with business leaders, and other research, and utilizing this information to establish creative options for the community’s brand. Phase 2 will be to launch an expanded image and branding campaign highlighting Colma’s brand through logo, marketing brochures, letterhead, street light banners, promotional campaigns, advertisements and tag lines. Staff will look to partner with local businesses and shopping centers for funding opportunities.

Status: This project has been deferred by the City Council until further notice.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund	100,000	-	Prof & Contract Srvs (71010)	100,000	-	-	-
Total Funding	100,000	-	Total Spending to Date	100,000	-	-	-
Pending Grant/Other Reimbursements		100,000	Available Project Budget				100,000

Category 3: Facilities and Long-Range **CONT**

Urban Tree Master Plan & Improvement (998)

Description: An Urban Tree Master Plan outlines the objectives and actions needed to sustain, protect, and enhance trees along streets, parks, and open space area. The Town’s trees have been tagged and entered into a GIS database. The next step is to contract with a certified arborist to survey and assess the health of town trees and provide a tree maintenance schedule that includes pruning, fertilizing, and replacing trees. The result of the study will be incorporated into the existing GIS database, along with tree maintenance and replacement schedule. Cost for the tree survey and incorporating the results into the GIS database is estimated at \$100,000.

The project also includes tree replacement; however, an analysis of the existing tree conditions is required prior to any replacement. Staff is recommending a budget of \$200,000 for future year tree replacement.

Status: Staff is working with an arborist and preparing the RFP.

Funding and Spending History

<u>Funding Source</u>	<u>Project Funding Budget</u>	<u>Actual Project Funding</u>	<u>Spending</u>	<u>Total Project Budget</u>	<u>Project Cost Thru 6/30/22</u>	<u>Project Cost FY 2022-23</u>	<u>Total Project Spending</u>
General Fund	100,000	-	Prof & Contract Srvc (71010)	100,000	-	-	-
Total Funding	100,000	-	Total Spending to Date	100,000	-	-	-
Pending Grant/Other Reimbursements		100,000	Available Project Budget				100,000

Zoning Code Update (997)

Description: Pursuant to state law, the Town of Colma is required to amend its zoning code and zoning map after the adoption of the General Plan, anticipated by the end of calendar year 2021. The General Plan and zoning must be consistent with one another.

Status: Project is scheduled to be presented to the City Council in May/June of 2023.

Funding and Spending History

<u>Funding Source</u>	<u>Project Funding Budget</u>	<u>Actual Project Funding</u>	<u>Spending</u>	<u>Total Project Budget</u>	<u>Project Cost Thru 6/30/22</u>	<u>Project Cost FY 2022-23</u>	<u>Total Project Spending</u>
Capital Reserve (31)	100,000	100,000	Plng&Design (81002)	180,000	21,971	30,288	52,260
General Fund	80,000	-					
Total Funding	180,000	100,000	Total Spending to Date	180,000	21,971	30,288	52,260
Pending Grant/Other Reimbursements		80,000	Available Project Budget				127,741

Category 4: Major Equipment, Technology, & Fleet Projects

Equipment Purchase and Replacement (984) Ongoing Program

Description:

This Capital Improvement Project covers the purchase of major equipment Town-wide. The projects include:

- Police Station Dispatch Center Radio and Equipment Upgrade (FY 2019-20) - Project Budget \$217,661
- Council Chamber AV System Upgrades (FY 2021-22) - Project Budget \$32,339
- Body Worn and In-Car Camera (FY 2021-22) - Project Budget \$191,000
- Lawnet Equipment Upgrade (FY 2022-23) - \$20,000
- PD Radio Encryption Upgrade (FY 2022-23) - \$120,000

Status: The PD dispatch center radio and equipment upgrade (FY 2019-20) project was completed in FY 2020-21, as scheduled. The available project budget of \$32,339 was reallocated to the Council Chamber AV System Upgrade to allow for hybrid council meetings. The Council Chamber AV System Upgrades (FY 2021-22) and Body Worn and In-Car Camera (FY 2021-22) were completed under budget. The PD Radio Encryption Upgrade will be on hold while the San Mateo County Police Chief Association research on the best system. This collaboration is important for the public safety departments to ensure smoother cross agency collaborations during emergencies. The PD Lawnet Equipment Upgrade is underway and will be completed by June 30, 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22: In-Car and Body-Worn Camera							
General Fund (11)	201,000	201,000	Technology System (80005)	141,000	69,608		69,608
			Technology Hardware (81005)	60,000	61,013		61,013
Total Funding	201,000	201,000	Total Spending to Date	201,000	130,621	-	130,621
Pending Grant/Other Reimbursements		-	Available Project Budget				70,379
FY 2021/22: Council Chamber AV System							
General Fund (11)	32,339	32,339	Technology System (80005)	32,339	30,099		30,099
			Technology Hardware (81005)	-	-		-
Total Funding	32,339	32,339	Total Spending to Date	32,339	30,099	-	30,099
Pending Grant/Other Reimbursements		-	Available Project Budget				2,240
FY 2022-23: PD Radio Encryption							
General Fund (11)	130,000	-	Technology System (80005)	130,000	-	-	-
			Technology Hardware (81005)	-	-	-	-
Total Funding	130,000	-	Total Spending to Date	130,000	-	-	-
Pending Grant/Other Reimbursements		130,000	Available Project Budget				130,000
FY 2022-23: PD Lawnet Upgrade							
General Fund (11)	20,000	-	Technology System (80005)	20,000	-	12,703	12,703
			Technology Hardware (81005)	-	-	-	-
Total Funding	20,000	-	Total Spending to Date	20,000	-	12,703	12,703
Pending Grant/Other Reimbursements		20,000	Available Project Budget				7,297

Category 4: Major Equipment, Technology, & Fleet Projects **CONT**

Financial Software Replacement (965)

Description: Financial Software Replacement will begin with a need assessment of Town operations, identify most suitable ERP system for financial data, and purchase and transition data from current financial software to the new system. Project was postponed due to COVID-19 and shifting the project funding to other projects. The projected total project cost is \$530,000.

Status: The project will begin after the 2023-24 budget session.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	100,000	100,000	Prof Consulting Srvc (71010)	15,000	-	-	-
Capital Reserve (31)	430,000	430,000	Technology (81005)	515,000	-	-	-
Total Funding	530,000	530,000	Total Spending to Date	530,000	-	-	-
Pending Grant/Other Reimbursements		-	Available Project Budget				530,000

IT Infrastructure Upgrades (986) **Ongoing Program**

Description: Ongoing program for technology infrastructure upgrades.

Status: For FY 2021-22, the Town completed Office 365 migration and server upgrades. The FY 2022-23 Program will include scheduled desktop and hardware replacements.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22 Technology Upgrade							
General Fund (11)	50,000	50,000	Software & Network (81005)	50,000	40,344	-	40,344
Total Funding	50,000	50,000	Total Spending to Date	50,000	40,344	-	40,344
Pending Grant/Other Reimbursements		-	Available Project Budget				9,656
FY 2022/23 Technology Upgrade							
General Fund (11)	50,000	50,000	Software & Network (81005)	50,000	-	16,449	16,449
Total Funding	50,000	50,000	Total Spending to Date	50,000	-	16,449	16,449
Pending Grant/Other Reimbursements		-	Available Project Budget				33,551

Category 4: Major Equipment, Technology, & Fleet Projects **Cont.**

Vehicle Replacement (987) **Ongoing Program**

Description: This Capital Improvement Project covers the purchase of vehicles and major fleet items Town-wide. In the FY 2021-22, the Police Department will replace the patrol supervisor vehicle (Flex Fuel Tahoe, \$64k) a patrol (Hybrid Explorer, \$60k) and one detective vehicle (Honda, \$40k) The cost of these three vehicles is estimated at \$164,000, including outfitting with public safety equipment. In FY 2022-23, the Public Works Supervisor's truck and 2 patrol vehicles are scheduled for replacement.

Status: The Town purchased the 2 patrol vehicles and repurposed an existing vehicle for the detective car in FY 2021-22. For FY 2022-23, Police is in the midst of securing 2 patrol vehicles and the all electric PWs vehicle was purchased early in the fiscal year.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22 Vehicle Replacement							
Fleet Replacement (61)	164,000	164,000	PD Patrol - 2 Chevy Tahoe (80002)	124,000	150,244	-	150,244
			Police Non-Patrol (80002)	40,000	10,536	-	10,536
Total Funding	164,000	164,000	Total Spending to Date	164,000	160,780	-	160,780
Pending Grant/Other Reimbursements		-	Available Project Budget				3,220
FY 2022/23 Vehicle Replacement							
Fleet Replacement (61)	220,000	220,000	PD Patrol - Explorer & F-150 (80002)	150,000	-	-	-
			PWs Veh (80002)	70,000	-	63,126	63,126
Total Funding	220,000	220,000	Total Spending to Date	220,000	-	63,126	63,126
Pending Grant/Other Reimbursements		-	Available Project Budget				156,874

El Camino Real Segment B Design Project (915)

Design of El Camino Real Complete Street Project from Mission Road to Arlington Dr, City of South San Francisco

Project Scope

The Project involves the design phase (plans, specifications and estimates) of the El Camino Real Segment B which is a component of the larger ECR Bicycle and Pedestrian Improvement Project. The project will provide new bike paths and sidewalks that are absent from this portion of ECR (Safe Route 82). This project will also provide safe harbor at the redesigned bus stops. Segment B will address green street and storm water treatment objectives where achievable, available landscape areas will be designed to be drought tolerant and incorporate stormwater treatment facilities. Another aspect of this project is to remove barriers such as utility poles and underground overhead utilities. Street lighting will also be installed along this portion of ECR where it's currently nonexistent.

Status as of December 31, 2022

Preparation of Cycle 6 Pedestrian and Bicycle grant application which was due 9/21/2022.

Schedule for FY 2022-23 and Thereafter

	<u>Begin</u>	<u>End</u>
PS&E	07/2023	12/2024

Impact on Operation

This is a design project and will have no impact on Operation.

Project Funding and Spending Plan

Phase	Cycle 6 Ped & Bike Program – Measure W Funding Amount	Local Fund	Total
PS&E	\$603,000	\$67,000	\$670,000
Total	\$603,000	\$67,000	\$670,000



El Camino Real/Mission Road Access to Transient Multimodal Crossing Improvements (904)

Project Scope

The Project involves the design phase (Plans, Specifications and Estimates) of the El Camino Real and Mission Road intersection which is a component of the larger ECR Bicycle and Pedestrian Improvement Project. The plan development portion of the project consists of, reengineering the intersection and realigning Mission Road to intersect with ECR at 90 degrees, a new traffic signal system, pavement stripping, markings and street signage, hardscape/landscape features and various pedestrian and bicycle enhancements.

Status as of December 31, 2022

The ACR/TDM grant application was under evaluation by San Mateo County Transportation Authority by June 30, 2022.

Schedule for FY 2022-23 and Thereafter

	<u>Begin</u>	<u>End</u>
PS&E	07/2023	12/2024

Impact on Operation

This is a design project and will have no impact on the Operation.

Project Funding and Spending Plan

Phase	ACR/TDM Program – Measure W Funding Amount	Local Fund	Total
Design (PS&E)	\$162,000	\$18,000	\$180,000
Total	\$162,000	\$18,000	\$180,000



El Camino Real Segment B Construction Project (916)

Construction of El Camino Real Complete Street Project from Mission Road to City of South San Francisco (Segment B)

Project Scope

The Project involves the construction phase of the El Camino Real Segment B project which is a component of the larger ECR Bicycle and Pedestrian Improvement Project. The project will provide new bike paths and sidewalks that are absent from this portion of ECR (State Route 82). This project will also provide safe harbor at the redesigned bus stops. Segment B will address green street and storm water treatment objectives where achievable, available landscape areas will be designed to be drought tolerant and incorporate stormwater treatment facilities. Another aspect of this project is to remove barriers such as utility poles and underground overhead utilities. Street lighting will also be installed along this portion of ECR where it's currently nonexistent.

Status as of December 31, 2022

Preparation of OBAG 3 grant application which was due 7/1/2022.

Schedule for FY 2022-23 and Thereafter

	<u>Begin</u>	<u>End</u>
Construction	01/2026	06/2027

Impact on Operation

When the construction of the project is complete, the Town will need to provide annual landscape maintenance in coordination with Caltrans similar to the current maintenance work of the existing landscape on El Camino Real.

Project Funding and Spending Plan

Phase	OBAG 3 Funding Amount	Local Fund	Total
Construction	\$4,640,000	\$1,160,000	\$5,800,000
Total	\$4,640,000	\$1,160,000	\$5,800,000



Serramonte Boulevard West Bicycle and Pedestrian Improvement Project (Phase I) (911)

Project Scope

Phase I of the project involves design (plans, specifications and estimates) and construction of the Serramonte Blvd West. The project will take a four-lane roadway and reduce it down to two lanes (one lane in each direction), and provide a center turn lane for those entering or exiting the various retail outlets along the Boulevard. The pilot lane reduction will provide right of way to build separated Class IV bike lanes in both directions. The project will also provide two mid-block high visibility crosswalks with rectangular rapid flashing beacons (RRFB) along with safe harbor refuge island. A "Quick Build" option will be implemented into the phase one project to provide temporary low-cost landscape barriers to separate bicyclists and pedestrians from vehicular traffic. This project will include the signaling of the Serramonte Blvd and Serra Center Intersection.

Status as of December 31, 2022

Preparation of Cycle 6 Pedestrian and Bicycle grant application which was due 9/21/2022.

Schedule for FY 2022-23 and Thereafter

	<u>Begin</u>	<u>End</u>
PA/Environmental Document	03/2023	06/2023
PS&E	04/2023	12/2023
Right-of-Way	06/2023	12/2023
Construction	01/2024	03/2025

Impact on Operation

Phase I of the project will require traffic impact monitoring and collect feedback from the stakeholders. The Town will need to provide annual landscape maintenance to the temporary planters that will be installed along the buffer zone of Class IV bike lanes.

Project Funding and Spending Plan

Phase	Cycle 6 Ped & Bike Program – Measure W Funding Amount	Local Fund	Total
PS&E	\$432,000	\$48,000	\$480,000
Construction	\$1,399,500	\$155,500	\$1,555,000
Total	\$1,831,500	\$203,500	\$2,035,000

