



# 2023-2031 Housing Element

TOWN OF COLMA

Adoption Draft ~~January~~ August 2023

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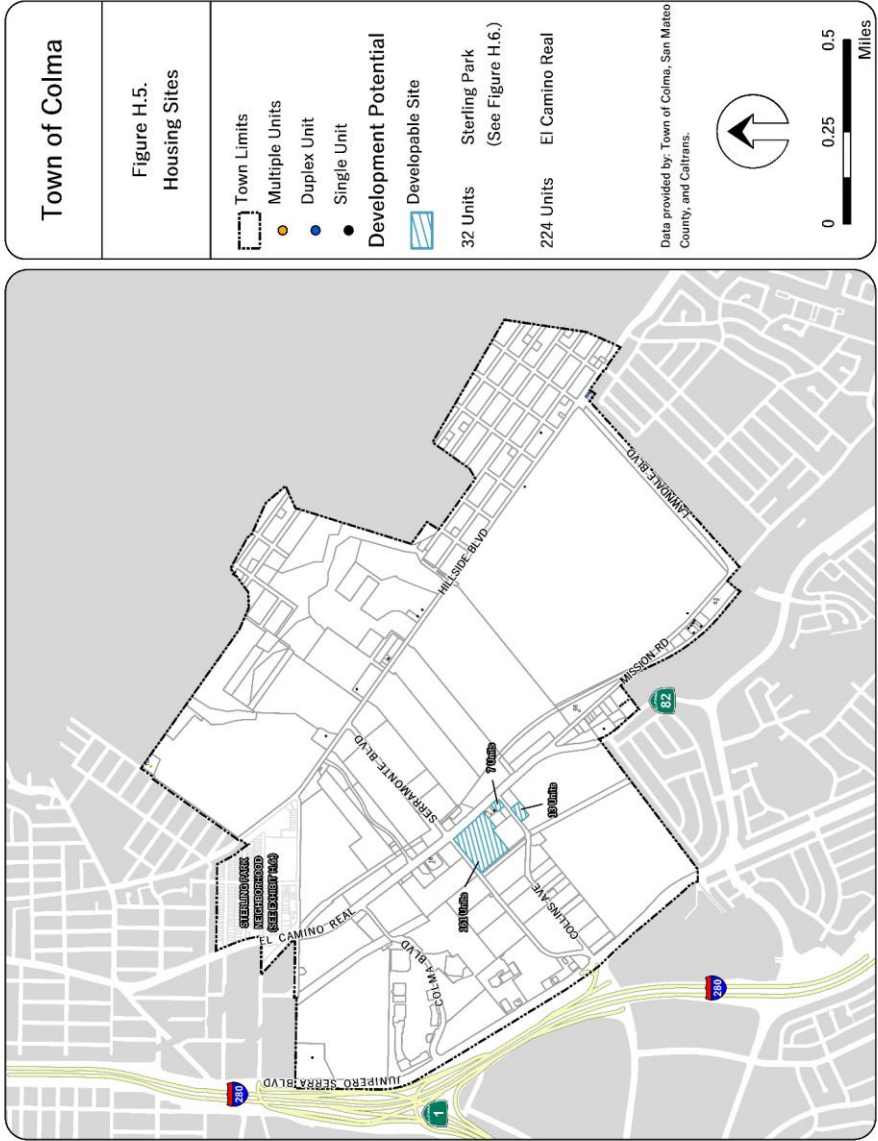
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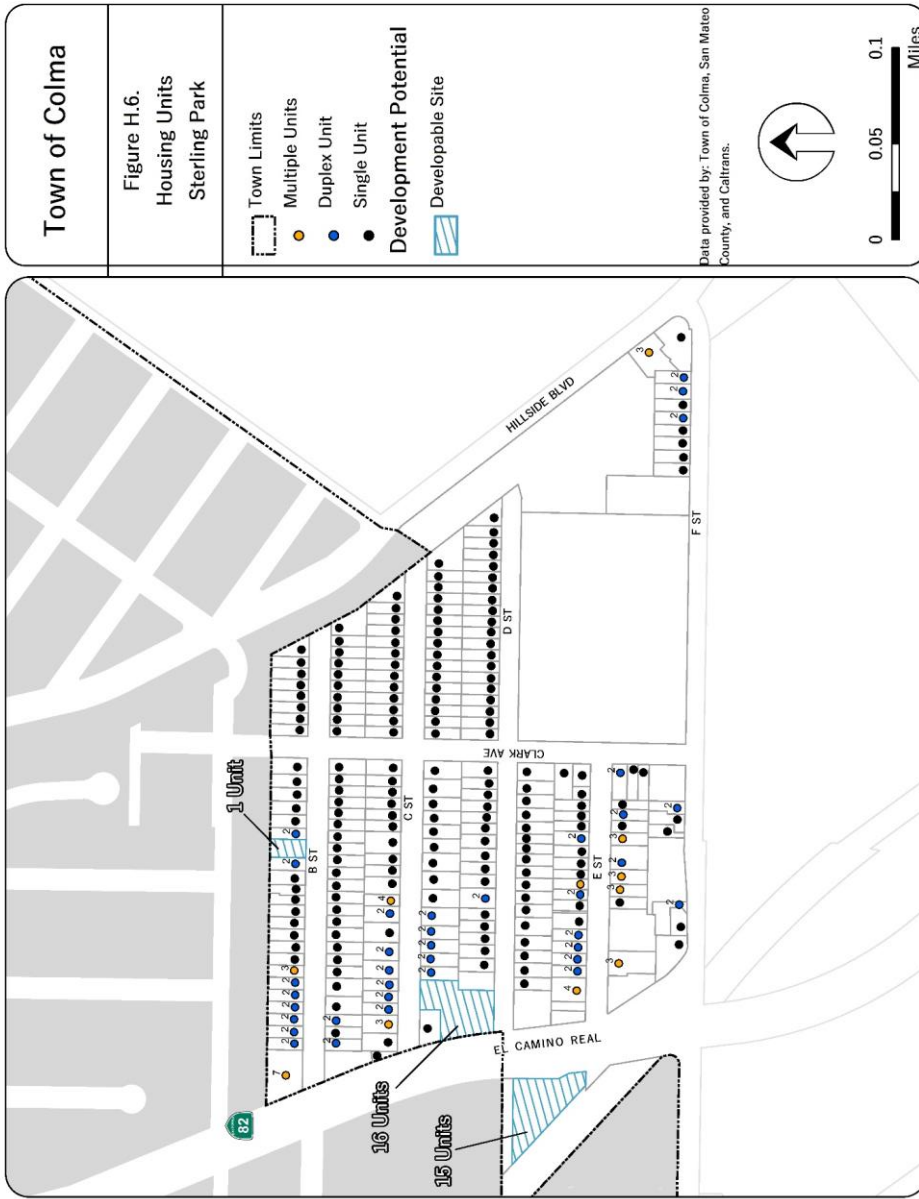
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## INTRODUCTION

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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. However, 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 Francisco transit and lowering of housing prices that began in 2008~~  
~~rents general transit access.~~



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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 6<sup>th</sup> 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 5<sup>th</sup> 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. The Town of 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

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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 [and Non-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

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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.

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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

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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.

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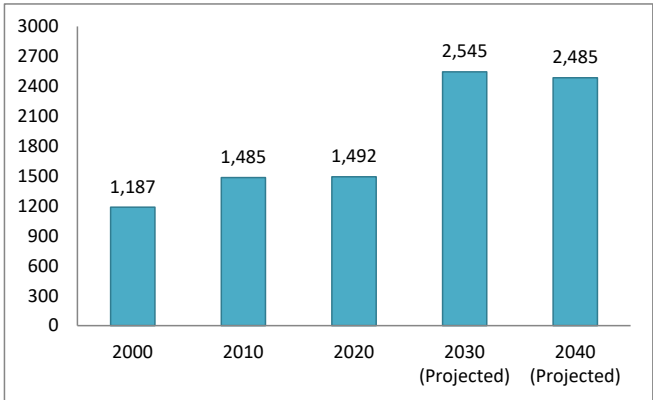
## POPULATION, HOUSING AND EMPLOYMENT TRENDS

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### 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*

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## HOUSING SAN MATEO COUNTY'S WORKFORCE

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### 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.shtml>

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

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
<b>Bay Area Regional Total</b>								
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
<b>San Mateo County</b>								
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
<b>Colma Planning Area (City Limits)</b>								
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 \$910,000, 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](http://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

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## HOUSEHOLD TRENDS AND CHARACTERISTICS

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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%

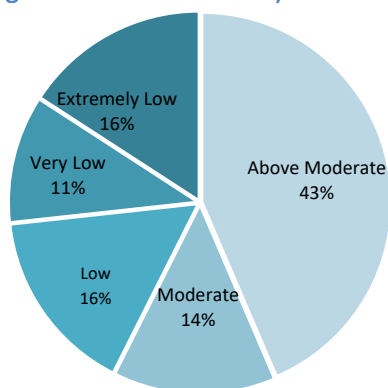
*Source: US Census, 2020 American Community Survey 5-Year Estimates*

*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

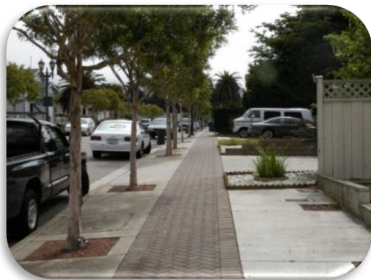
Table H-15: Households by Income and Tenure

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](http://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

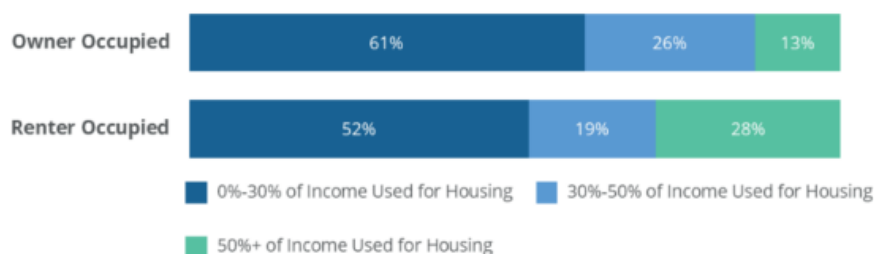
Source: Zumper Rent research

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## 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. Per Census data, 30 percent of those making more than \$75,000 are overpaying for their homes. However, Census data does not provide additional detail regarding the this "more than+ \$75,000" income category 461 households, and the lower-income limit for San Mateo County is \$149,100 This makes it impossible to quantify cost burden by tenure, even if there is data stating that 138 of Colma's 461 households (30 percent) are cost burdened and that 62 percent of renters are cost-burdened against 57 percent of homeowners. -and thus we cannot provide specific analysis for that income category.

That said, 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-between \$35,000 and \$75,000 are overpaying as well. Only 82 percent of the lower-income homeowners are overpaying for housing, and only 48 percent of homeowners with household incomes between \$35,000 and \$75,000 are overpaying. There are disproportionately more lower-income renters overpaying for housing compared to lower-income homeowners.

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.

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## HOUSING CHARACTERISTICS

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### 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.

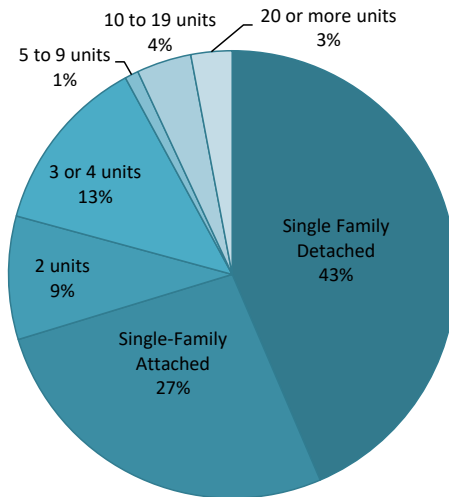
According to 2020 data from the American Community Survey, Colma has a vacancy rate of 13%. About 14% of those units are vacant for seasonal, recreational or occasional use. The other 86% are classified as "other vacant". The Census Bureau classifies vacant units as "other vacant" if they are vacant 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. However, given the decrease in popularity of landlines and thus can indicate an intentional opting out of wired telephone service.



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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. Specifically, Programs 7.1 & 7.2 will work together to continue maintenance and rehabilitation efforts.

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*

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## BELOW MARKET RATE HOUSING TRENDS AND CHARACTERISTICS

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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. Rent for these units was \$902 a month from 2005 to 20021, Rents were increased to \$1,050 per month in December 2021 (allowing up to two people per unit). Although household incomes for these units are not requested, the monthly limits are well below 2022 Very Low Income limits for San Mateo County 1-bedroom units (currently \$1,748). Council may only raise rents by 5 percent maximum annually, and have only increased rents twice in the previous 18 years. Creekside Villas is considered low risk for market rate conversion and does 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) – 6<sup>th</sup> 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
<b>Colma</b>	<b>44</b>	<b>25</b>	<b>37</b>	<b>96</b>	<b>202</b>
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

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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

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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.

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*-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 impending 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 3.5 establishing a Housing Element Overlay Zone; 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 3.47, 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 in CMC 5.01:

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Household shall mean one or more persons, whether or not related by blood, marriage or adoption, sharing a dwelling unit in a living arrangement usually characterized by sharing living expenses, such as rent or mortgage payments, food costs and utilities, as well as maintaining a single lease or rental agreement for all members of the household and other similar characteristics indicative of a single household.

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-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 processes. 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.

The reasonable accommodation process is as follows:

- **Application**, including the applicant's name, address, and telephone number; the address for which the request is being made; the current use of the property; the basis of the claim; the code, regulation, or policy from which accommodation is being requested; and the explanation of why the accommodation is necessary.
- **Review**, if the request is being made in connection with a project or land use that requires other planning approval then the applicant shall file the request concurrently with that project or land use.
- **Public Notice**, as appropriate. If there is no discretionally approval sought other than the request, notice shall be mailed to immediately adjacent properties at least 15 days prior to the decision. If there is related discretionary approval, then the request shall be transmitted along with the other planning application. If notice is required, then a person receiving a notice may request a hearing to contest the proposed decision within 10 days of the date the notice is mailed.
- **Consideration of Request**, including a public hearing if required by contestation of someone receiving a notice of the reasonable accommodation request. The following findings form the basis of the written decision to grant or deny a request:
  - Whether the housing will be used by an individual with a disability
  - Whether the request is necessary to make the specific housing available

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- Whether the requested reasonable accommodation would impose an undue financial or administrative burden on the town
- Whether the requested accommodation would require a fundamental alteration in the nature of a Town program or law.
- If the Town determines that a requested accommodation would result in a fundamental alteration or undue financial or administrative burden, the Town may take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive equal access to the benefits or services provided by the town
- **Conditions of Approval**, if the City Planner deems them reasonable and necessary to ensure that the reasonable accommodation would comply with the findings above.

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## 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

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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.

In the 2022 San Mateo County One Day Homeless Count and Survey, there was 1 homeless individual in Colma. Colma historically has one of the lower homeless counts in San Mateo County.

**Table H-35: Unsheltered Homeless Count by Jurisdiction**

	2011	2013	2015	2017	2019	2022
<u>Colma</u>	<u>1</u>	<u>7</u>	<u>3</u>	<u>1</u>	<u>8</u>	<u>1</u>
<u>San Mateo County</u>	<u>1,162</u>	<u>1,299</u>	<u>775</u>	<u>637</u>	<u>901</u>	<u>1,092</u>

Source: Chart 4: Unsheltered Homeless Count by Jurisdiction in 2022 San Mateo County One Day Homeless Count and Survey, page 6. Available at <https://www.smcgov.org/media/133851>

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According to the 2019 San Mateo County One Day Homeless Count and Survey, there are 1,512 homeless people living in San Mateo County (901 unsheltered and 611 sheltered).

Table H-3536: 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
<b>Gender</b>						
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%
<b>Race</b>						
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%
<b>Ethnicity</b>						
Hispanic	20.7%	27%	39.3%	41.2%	52%	27.4%
Non-Hispanic	79.3%	73%	60.7%	58.8%	48%	75.8%
<b>Chronicity</b>						
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-3637: 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-3738: County Homeless Population Location 2013-2019

Location	2013	2019	Change
<b>Unsheltered</b>			
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%
<b>Sheltered</b>			
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-398: 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-allows~~ development of an ~~emergency-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 ("C" Zone), 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.

#### **Development Standards**

Pursuant to Section 5.03.290(d)(2), emergency shelters are subject to specific development standards. This subsection dictates the following:



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- Proximity to other shelters: No emergency shelter shall be located closer than three hundred (300) feet from another emergency shelter;
  - Vehicle parking: An emergency shelter shall provide off-street parking spaces totaling .35 parking spaces for every bed, rounded up to the nearest whole parking space; and one parking space for each employee working at the same time as another employee; and all parking spaces required under the Americans with Disabilities Act;
  - Bicycle parking: An emergency shelter shall provide a minimum of one bicycle space for every five (5) beds;
  - Shelter capacity: No emergency shelter shall contain more than five (5) beds. The maximum number of beds in all emergency shelters in the Town shall not be less than the number of unsheltered homeless persons in Colma as determined in San Mateo County's Homeless Survey;
  - Client Waiting Areas: Client waiting areas shall be sized and located appropriately to keep clients from waiting on the public right-of-way;
  - Length of Stay: The length of stay per individual in an emergency shelter shall not exceed six (6) months in a consecutive 12-month period;
  - Screening of Outdoor Uses: An emergency shelter shall not allow or include any of the following to occur in front of an emergency shelter or in any other location incidental to the shelter that is visible from adjoining properties or the public right-of-way, unless entirely screened from public view.
    - Designated outdoor smoking area;
    - Outdoor waiting and client intake area;
    - Outdoor public telephones; and
    - Outdoor refuse area.
  - Exterior lighting: Lighting in or on an emergency shelter shall be stationary, directed away from adjacent properties and public rights-of-way, and of an intensity that is consistent with existing lighting in the surrounding area in which the shelter is located.
  - Laundry facilities: An emergency shelter shall provide laundry facilities to serve person residing in the shelter.
  - Personal property storage: An emergency shelter shall provide secure areas for temporary storage of personal property of the persons residing in the shelter.

The following changes shall be made to this provision in order to comply with state law:

- Vehicle parking: Sufficient parking to accommodate all staff working in the emergency shelter, provided the standards do not require more parking for emergency shelters than other residential or commercial uses within the same zone (as per Gov. Code 65583 (a)(4)(A)(ii).
- Shelter capacity: The shelter bed capacity shall be increased to thirty (30), to accommodate the projected number of unsheltered unhoused persons in Colma as determined by San Mateo County's Homeless survey;

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### ***Operational Standards***

Pursuant to Section 5.03.290(d)(3) of the Colma Municipal Code, emergency shelters must have a management plan. The operator of an emergency shelter shall prepare and submit to the City Planner for its approval, a management plan that includes the following:

- established staff training program to meet the needs of emergency shelter residents;
- adequate security measures to protect emergency shelter residents and the neighboring land uses;
- on-site management and security personnel who must be present at all times when the emergency shelter is in operation;
- a list of services provided to assist emergency shelter residents with obtaining permanent housing and income.
- The operator shall, at all times, comply with and perform all terms and conditions of the management plan approved by the City Planner.

There are no other management standards applicable in the C zone, so the Town is compliant with SB's requirement that ~~Per SB-2 "emergency shelters shall only be subject to development and management standards that apply to residential or commercial within the same zone." As such, the management standards shall be modified to match existing management standards applicable in R and C zones.~~

### ***Siting***

The parcels where emergency shelters are allowed by-right are subject to a siting analysis, reviewing proximity to transit and services, hazardous conditions, habitability, and feasibility of emergency shelter construction.

### ***Proximity to Transportation and Services***

~~Any future~~The C zone is based along the El Camino Real corridor, the major transit corridor in San Mateo County with frequent bus service. The majority of parcels in the C zone are also within a half mile of a major transit stop (including BART statinos). Although Colma has limited services (a Target and Dollar Tree, but no social services), all such services are located in the C zone.

### ***Hazardous Conditions***

There are no identified hazardous conditions on any of the parcels in the commercial zone that would interfere with an emergency shelter or shelters suitable to support the number of unsheltered homeless persons in Colma as of the 2022 county survey (one person).

### ***Human Habitability***

There are already several residential developments in the C zone, as well as active commercial businesses.

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### ***Feasibility***

The parcels in Colma's C zone contain a disproportionate amount of underutilized space, such as the far reaches of parking lots and vacant parcels. There are also underutilized buildings in the C zone substantial to fit Colma's most up-to-date homeless point in time count (1 unsheltered person).

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### **Determination of Unmet Homeless Needs in Colma**

As of the 20~~22~~<sup>19</sup> San Mateo Homeless Census, ~~eight~~<sup>one</sup> unsheltered homeless ~~people~~<sup>person</sup> ~~were~~<sup>was</sup> 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. For additional information on overpayment by tenure, see Table H-18. 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. 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 as per AB 2162. 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)

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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-4039: 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)

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## HOUSING ELEMENT PUBLIC PARTICIPATION

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For the 6<sup>th</sup> 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.

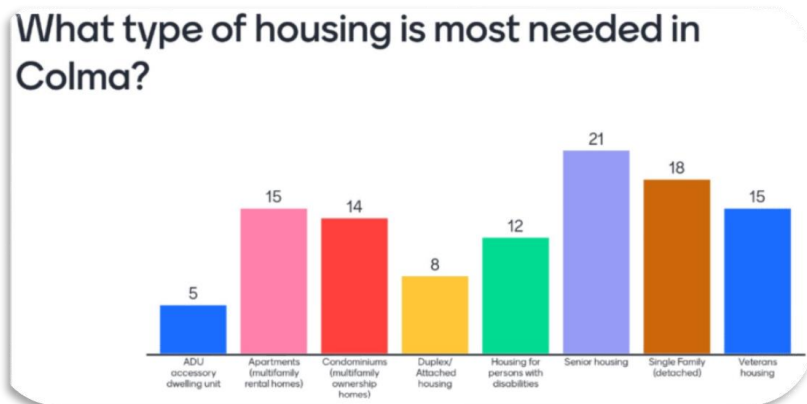
### HOUSING ELEMENT WEBSITE AND SOCIAL MEDIA

In April 2022 the Town launched its Housing Element Update website ([www.colma.ca.gov/housing-element](http://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

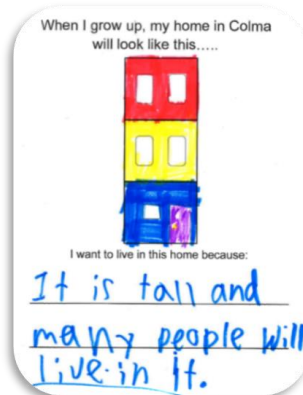
participants were satisfied with their current housing situation in Colma and would rate the physical condition of their unit as "excellent". Participants shared that the types of housing they felt were most needed in Colma are Senior Housing, Single Family (detached homes), and Apartments (multifamily 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

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## 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 29<sup>th</sup> 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 6<sup>th</sup> 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



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that meets affordable housing targets. Staff will continue to foster relationships and open communication with the public and responsible organizations.

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## FAIR HOUSING

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### 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.

### LOCAL KNOWLEDGE

Colma has a peculiar history within the San Francisco Bay Area region. The town was incorporated in 1924 by cemetery associations pushed out of San Francisco by high land costs of the cemeteries themselves. Currently, 922 of the Town's 1,225 acres (approximately 75

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percent) are dedicated to cemetery uses. This preponderance of cemeteries is unusual, and often played as a laugh line. A 2021 public radio story called Colma “the last place you want to be when the zombie apocalypse goes down.” (Brooks, “Why Are There So Many Graves in Colma?” (KQED: Oct. 7, 2021)

According to Michael Svanevik, a San Mateo County historian, Colma was not intended to be a residential jurisdiction at all, “The [Town Council] didn’t want living people in Colma,” Svanevik said in the 2021 article. “Every time somebody came forth and wanted to open a store, the town council voted it down, unless it was a floral shop or something associated with a cemetery.”

The Sterling Park subdivision began construction in 1950 with 260 single-family houses, almost entirely purchased by World War II veterans with GI loans (colma.ca.gov/colma-history). The GI Loan program was discriminatory, and Black veterans were not able to access home opportunities such as those in Colma the way that non-Black veterans were able to (“Benefits Denied: Older Black Veterans Battle for GI Education and Housing Compensation, Disability Payments” (NBC Bay Area: Feb. 28, 2023).

The population boomed in the latter decades of the 20<sup>th</sup> century, going from 395 in the 1980 census to 1,091 in the 1990 census count. This increase in population was linked to an increase in diversity: the town became majority (50.2 percent) non-white, which it remains today. Much of the population is Asian (notably, Joanne Del Rosario – elected mayor in 2008 – was the first Filipina mayor in the Bay Area region) and/or Hispanic.

The first multifamily housing developments in Colma, Hoffman Court and Verano Townhouse, were constructed in 2003. The new multifamily development was supported by the opening of Colma BART station in 1996. In 2020, the Town was certified as an Age-Friendly City by the World Health Organization.

## 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.

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- 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. - It is important to note the jurisdiction’s small size when reviewing data points regarding both racial and economic segregation and integration. While neighborhood segregation seems to have increased, data shows the Town of Colma is trending towards integrations compared to its neighboring Bay Area jurisdictions. (See Appendix B) 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

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(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.

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**Fair housing issue:** Affordable housing is limited and the ability to add affordable housing is constrained by land use.

Colma ~~has a higher number of disproportionately occupied by~~ residents of color ~~than the rest of the County,~~ 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 ~~that assists~~ individuals ~~who 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. ~~While the~~ information is displayed in English; ~~however,~~ there is a button that translates the website into many languages. ~~In addition to this~~ ~~While this functionality button which~~ provides ~~needed~~ 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 ~~compliant 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

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met its RHNA allocation for the current cycle and has identified opportunity sites to help meet its 6<sup>th</sup> 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

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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. Improve fair housing 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-401: AFFH Action Plan

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
<b>Action Area 1. Improve Fair Housing Outreach</b>				
Fair Housing Outreach	<ol style="list-style-type: none"> <li>1. Lack of access to information about fair housing rights; Limited knowledge of fair housing by residents</li> <li>2. Greater outreach efforts are needed in various formats.</li> <li>3. More resources should be made available to the public.</li> </ol>	<p>Maintain zero to low complaints and inquiries.</p> <p><u>Increase easy access to information about fair housing.</u></p> <p><u>Offer resources to the public (owner and tenants) clarifying fair housing requirements in key languages.</u></p>	<p><b>Action 1.1: (Program 5.1, 5.4, 5.5, 8.1, 8.2)</b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Provide <u>educational</u> materials in various languages including Chinese, Spanish, Tagalog, and other (appropriate languages). <u>These educational materials will include educational pamphlets, flyers, workshops regarding fair housing laws the jurisdiction is required to comply with.</u></li> <li>• Provide education to landlords and property managers on requirements to address reasonable accommodation requests</li> <li>• Utilize the Town's various existing media outlets to advertise Fair Housing Information</li> <li>• Conduct Fair Housing workshops and study sessions with the Town Council</li> </ul>	<p>Begin implementation in 2023, with Annual reports beginning in 2024.</p>
<b>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)</b>				
Protected Groups have disproportionate housing needs	<ol style="list-style-type: none"> <li>1. Historic discrimination and continued mortgage</li> </ol>	<p>Improve accessibility to home mortgage loans for</p>	<p><b>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, 7.1, 7.2)</b></p> <ul style="list-style-type: none"> <li>• <u>Provide down payment assistance to minority households and homebuyer education households by</u></li> </ul>	<p><u>Provide down payment assistance to at least 1 household by 2028.</u></p>



Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
<p>including disparities in access to opportunities</p> <p>Disproportionate access to housing for individuals living with special needs</p>	<p>denials; High housing costs and low wages</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>protected groups who have high loan denial rates</p> <p><u>Increase the number of new and low-income homebuyers through free educational programs and aggregating available incentives and grants available.</u></p>	<p>pursuing monies dedicated to providing financial assistance to BIPOC communities</p> <ul style="list-style-type: none"> <li><u>Develop homebuyer educational workshops that include an overview of the home buying process, recommendations about what to look for when inspecting a prospective home, projected home maintenance costs after buying a home, and summarize and aggregate grants available to first-time and/or low-income homebuyers that may help them cover home buying and ownership costs such as closing costs, maintenance or rehabilitation costs.</u></li> <li>—</li> <li>Provide homebuyer education materials in Chinese, Spanish, Tagalog, and other (appropriate languages)</li> <li>Annual workshops with HEART, HIP Housing, San Mateo Housing Authority, and other organizations that can assist with education and fair housing-related issues</li> <li><u>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.</u></li> <li><u>Rehabilitate housing, targeting the Sterling Park neighborhood, that is at risk of falling out of safe habitability.</u></li> </ul>	<p><u>If action not completed by end of 2028, include action to seek grant funding and enhance outreach with additional actions by end of 2029, with target to provide down payment assistance to at least 1 household by 2031 (if action complete by 2028, target providing assistance to 2<sup>nd</sup> household by 2031).</u></p> <p>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</p>

Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
				and special needs community members  <u>Development of homebuyer educational resources for first-time and low-income buyers with translations by the beginning of 2024.</u>
<b>Action Area 3. Enhancing Housing Mobility Strategies and Encouraging New Housing Choices</b>				
Affordable housing is limited and the ability to add affordable housing is constrained by lack of available land	<ol style="list-style-type: none"> <li>75 percent of Colma's land use is zoned for cemetery use</li> <li>Multifamily zoning does not currently exist</li> <li>Only one affordable housing complex exists in the Town</li> <li>Design and Development standards are not appropriate for</li> </ol>	<ul style="list-style-type: none"> <li>Create land use opportunities for multi-family housing in town</li> <li>Encourage the construction of ADUs and JADUs</li> <li>Encourage the construction of affordable housing throughout the Town</li> </ul>	<b>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)</b> <ul style="list-style-type: none"> <li>Create Housing Element overlay zone that allows for land use flexibility in commercial zone</li> <li>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</li> <li>The Town will proactively approach housing developers to encourage the development of opportunity sites and encourage affordable housing on these sites</li> <li>Make appropriate amendments to the Town's zoning code to include multi-family residential zoning districts</li> <li>Develop objective design and development standards that allow high-density and affordable housing projects to be constructed by right</li> <li>Take necessary actions to ensure opportunity sites are vetted for environmental and zoning appropriateness so</li> </ul>	Housing Element overlay zone will go into effect once adopted and certified by HCD (estimated 2023)  Begin ADU/JADU outreach program, workshops in 2023 <sup>35</sup> and continued annually  Beginning 2023 <sup>34</sup> , staff will proactively identify both for-profit and nonprofit developers, take

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Fair Housing Issues	Contributing Factors	Objectives	Meaningful Actions	Timeline
	multi-family housing projects		that high-density and affordable housing projects are reviewed via a streamlined process. <ul style="list-style-type: none"><li>• 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.</li></ul>	meetings, and present opportunity sites for future housing development

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## ABILITY TO MEET HOUSING NEEDS

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### 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-4~~21~~: 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 ~~76~~ parcels available for the development of approximately ~~255-276~~ new residential units. Of these units, there is potential for at least ~~53-59~~ units to be available to extremely low income and very low-income households, ~~30-42~~ units for low-income households, ~~40-60~~ units for moderate income households and ~~142-115~~ units for above moderate-income households. In addition, the Town projects the development of 4 accessory dwelling units, 1 at each of the four income categories The potential for ~~255-280~~ 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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#### **Adjustment Factors for Site Capacity**

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As part of its site capacity approach to the 6<sup>th</sup> Cycle Housing Element, Colma uses the HCD recommendation of five adjustment factors to calculate the projected residential development capacity of the sites in the Site Inventory that can realistically be achieved.

Colma uses the same Land Use Control, Realistic Capacity, Typical Density, and Infrastructure Available adjustment factors for all six sites in the Site Inventory. There is a reduced Environmental Constraint adjustment factor for the 1200 El Camino Real site to account for the easement running through the site, which would likely affect total buildout.

The five adjustment factors used are:

- **Land Use Controls**

Based on an analysis of the current zoning code and anticipated development standards in the specific plans, there is no cumulative impact on the maximum development potential of the opportunity sites. However, the capacity factor was adjusted to 95 percent to account for sidewalks and roadway easements in a conservative approach.

- **Realistic Capacity**

The one recent development in Colma, Veterans Village, is 100-percent residential. Most mixed-use developments throughout the region include a residential component, as well. Therefore, the Realistic Capacity factor for the sites was set at 90 percent.

- **Typical Densities**

Densities are typically built above allowed densities at the Lower and Moderate income levels in San Mateo County. According to data collected by ABAG/MTC on San Mateo County, 14 lower-income projects were built on average at 107% of maximum allowable density. 19 moderate-income projects were built at an average of 125% of maximum allowable density. A Typical Densities factor of 90 percent can be considered conservative.

- **Infrastructure Availability**

There were no identified constraints on infrastructure availability.

- **Environmental Constraints**

There were no identified constraints based on environmental factors on five of the sites. There is a reduced Environmental Constraint adjustment factor of 60 percent for the 1200 El Camino Real site that accounts for the easement running through the site, which would likely affect total buildout.

Sites are therefore given a total adjustment, with a separate total adjustment calculated for the site at 1200 El Camino Real due to its unique characteristics.

Table H-43##: Adjustment Factors

Geography	Land Use Controls	Realistic Capacity	Typical Densities	Infra. Availability	Enviro. Constraints	Total
<u>1200 El Camino Real Site</u>	<u>0.95</u>	<u>0.9</u>	<u>0.9</u>	<u>1</u>	<u>0.6</u>	<u>0.4617</u>
<u>Other 5 Sites</u>	<u>0.95</u>	<u>0.9</u>	<u>0.9</u>	<u>1</u>	<u>1</u>	<u>0.7695</u>

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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 include:

- 5<sup>th</sup> Cycle Housing Element Carryover Sites.
- Vacant and underutilized, residential, and non-residential sites that ~~for~~ allow for residential development.

Colma distributed its housing opportunity sites throughout the Town, with placement of higher-density residential development near transit in order to distribute affordable housing while leveraging the assets existing in transit corridors.

The vacant and underutilized sites in Colma 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.

This affirmatively furthers fair housing by avoiding concentrations of affordable housing in any one or few particular areas of the Town. It also encourages affordable housing near amenities.

The location of units suitable for lower-income households, particularly for very low-income households, are focused in transit corridors because the densities and walkability of these areas are best suited for multi-family developments whose residents may not desire or require car transportation.

During the 5<sup>th</sup> 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-424: Sites Inventory and ADU Development Potential

Site	Acres	Very Low	Low	Moderate	Above Moderate	Total
7733 El Camino Real	0.53	<del>04</del>	<del>12</del>	<del>0</del>	<del>80</del>	<del>1612</del>
1200 El Camino Real	8.06	<del>2340</del>	<del>2330</del>	<del>4460</del>	<del>9093</del>	<del>202223</del>
7778 El Camino Real	0.60	<del>14</del>	<del>70</del>	<del>0</del>	<del>80</del>	<del>1514</del>
Between 461 and 469 B Street	0.11	<del>0</del>	<del>0</del>	<del>0</del>	1	1
El Camino and Collins	0.41	<del>0</del>	<del>0</del>	<del>0</del>	<del>89</del>	<del>89</del>

240 Collins Avenue	0.72	<u>5</u>	<u>0</u>	<u>0</u>	<u>1412</u>	<u>1417</u>
Total		<u>2759</u>	<u>3042</u>	<u>4460</u>	<u>129115</u>	<u>256276</u>
<u>ADUs (Projected)</u>		<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>4</u>
<u>Gross Total</u>		<u>60</u>	<u>43</u>	<u>61</u>	<u>116</u>	<u>280</u>
RHNA		44 (includes Ex. Low)	25	37	96	202
<u>Buffer (% over RHNA)</u>		<u>36%</u>	<u>72%</u>	<u>65%</u>	<u>21%</u>	<u>39%</u>

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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 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.

There are three sites identified in two previous planning cycles: 7733 El Camino Real (008-127-020), 7778 El Camino Real (008-141-080), and Between 461 and 469 B Street (008-125-180). These sites are all zoned appropriate for lower-income housing (C and R-S zones both allow up to 30 dwelling units per acre) and are covered by the rezoning provision in Program 3.5. None of the sites in the Site Inventory have existing residential units.

Table H-435: 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	Monument	Used in Two	Commercial	C



Real	manufacturing facility and office	Consecutive Prior Housing Elements - Vacant		
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	<del>Commercial</del> Executive	PD
240 Collins Avenue	Parking lot	Not Used in Prior Housing Element	Commercial	PD

Figure H-5: Housing Sites

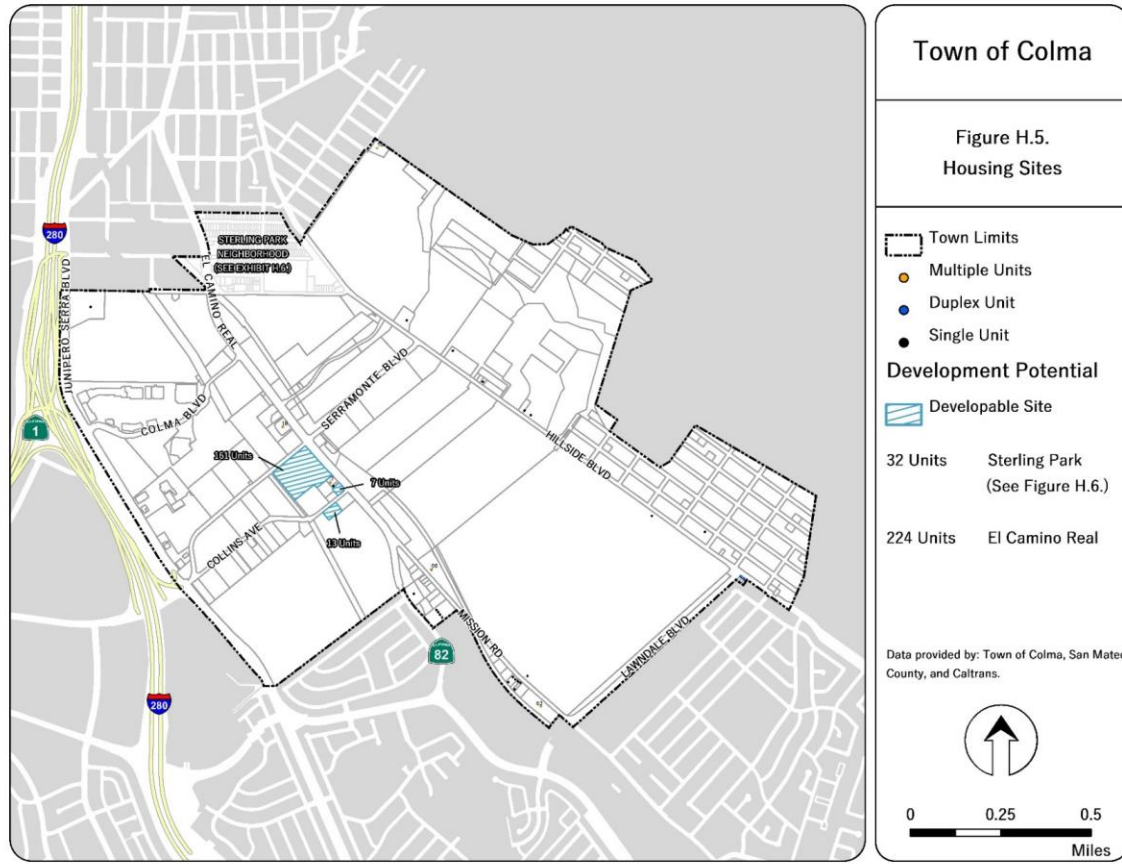
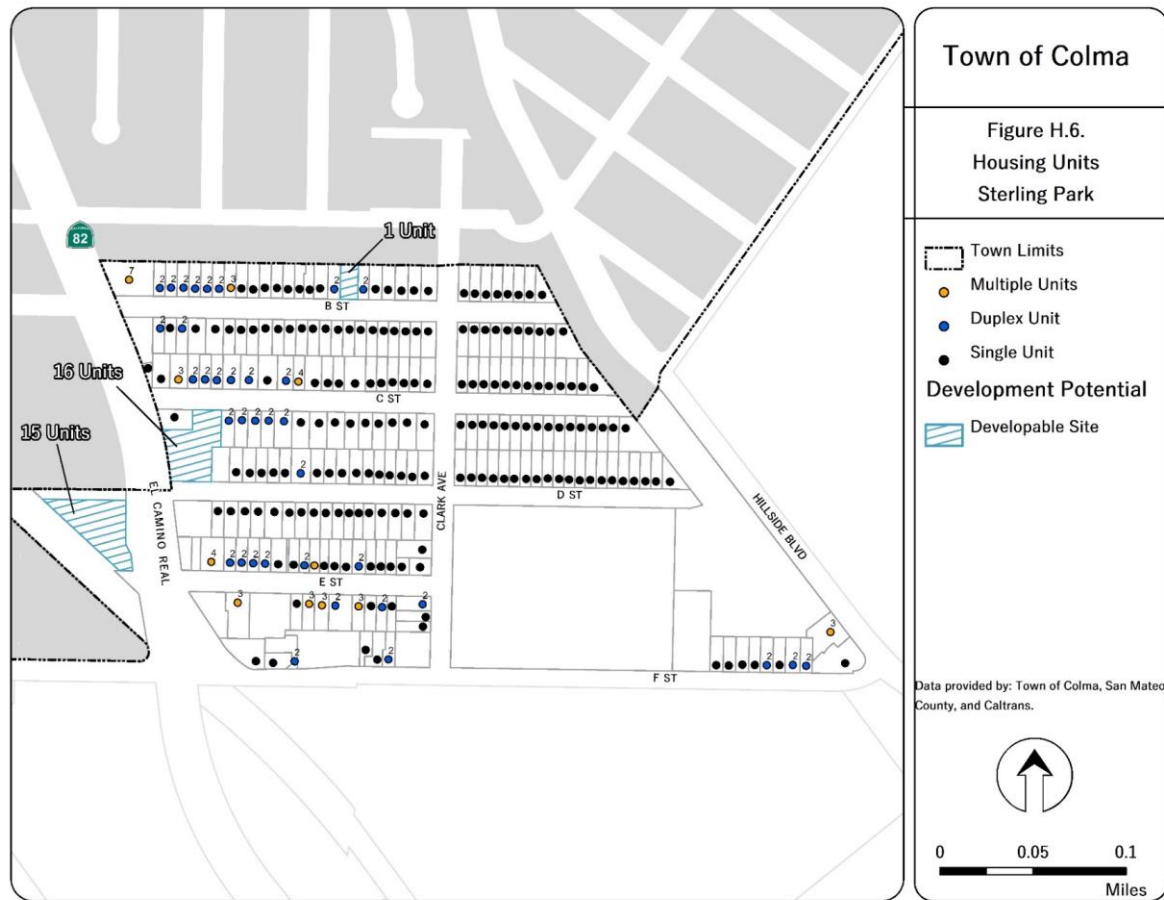


Figure H-6: Housing Units – Sterling Park



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.

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### 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 5<sup>th</sup> 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-446: Sterling Park Single Family Neighborhood Development Potential

Location	Designation & Zone	Acres	Dev. Pot.*	Affordability	Density Allowed	Constraints
B Street 008-125-180	Residential (R)R/ Residential	0.11	1	1 Above Moderate	13 du/ac	None, infra- structure 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 5<sup>th</sup> Cycle Housing Element Update, and are

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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.~~

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Site-specific constraints include steep topography along the eastern and northeastern boundaries of the site. This constraint can be mitigated by designing the 126-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.~~ Adjustment factors give the site a realistic capacity measure of 12 units, less than the maximum capacity of 16 units.

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.

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### 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



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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. The adjusted capacity for the site is 14 units, less than the maximum capacity of 18 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-475: El Camino Real Multi-Family Development Potential

Location	Designation & Zone	Acres	Dev. Pot.	Affordability	Density Allowed
El Camino Real 008-127-020 (Sandblaster)	<del>Mixed Use-Residential/Commercial-(R/C)Commercial / C</del>	0.53	<del>16</del> 12	<del>4-extremely low</del> <del>4-very low</del> <del>8-Above Moderate</del> <del>Low Income</del>	30 du/ac
El Camino Real 008-141-080 (Bocci)	<del>Mixed Use-Commercial-(C)Commercial / C</del>	0.6	<del>14</del> 15	<del>7-low</del> <del>8-Above Mod</del> <del>Very Low</del> <del>Income</del>	30 du/ac
Total		1.13 acres	<del>31 units</del> <del>26</del>	<del>4-extremely low</del> <del>4-very low</del> <del>7-low</del> <del>16-Above Mod</del> <del>14 Very Low</del> <del>12 Low</del>	

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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 in the geographic center of town, across the street from the Town Hall and the Colma Police Department. The parcel is

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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 that allows for a maximum density of 60 units per acre.~~ 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 and respect the existing easement on the site. Similar projects have been successful in the nearby communities of Daly City and South San Francisco. The adjusted capacity for the site is 223 units, less than the maximum capacity of 484 units. ~~(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~~

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~~site analysis for this site is a total of 8.2 units and is suitable for 8 above-moderate income units. The adjusted capacity for this site is 9 units, less than the maximum capacity of 12 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. The adjusted capacity is for 17 mixed-income units, compared to a maximum capacity of 22 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~~ 17 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-486: 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)	<del>Mixed Use - Residential / Commercial (C/R)</del> Commercial / MU	8.06	<del>2022</del> 23	<del>22</del> Extremely Low <del>4023</del> Very Low <del>2330</del> low <del>6044</del> Moderate <del>9390</del> Above-Mod.	<del>30 to 60</del> du/ac	<del>Height of 72' - compatible with the General Plan 2040 - is required to achieve the 202 units. Easement running through site</del>
7733 ECR 008-127-020 (Sandblaster Site)	<del>Commercial / C</del> Residential - (C/R)	<del>0.538</del>	<del>1216</del>	<del>4</del> Extremely Low <del>4</del> Very Low <del>8</del> Above-Mod. <u>Low</u>	30 du/ac	Unknown
7778 ECR 008-141-080 (Bocci Site)	<del>Commercial / Commercial / Residential - (C/R)</del>	0.60	<del>145</del>	<del>7</del> Low <del>8</del> Above-Mod. <u>Very Low</u>	30 du/ac	Unknown
ECR and Collins 008-421-170	<del>Planned Development (PD/R)</del> Executive / PD	0.41	<del>98</del>	<del>8</del> Above-Mod. <u>Above Mod.</u>	30 du/ac	Unknown
Collins near ECR 010-422-050	<del>Planned Development (PD/R)</del> Commercial / PD	0.72	<del>174</del>	<del>14</del> Above-Mod. <u>5 Very Low</u> <del>12</del> Above Mod.	30 du/ac	Unknown
Total		<del>10.372</del> acres	<del>255</del> units <del>275</del> units	<del>26</del> Extremely Low <del>2759</del> Very Low <del>4230</del> Low <del>6044</del> Moderate <del>114128</del> Above-Mod.		

*\*Residential uses are allowed in Commercial and Planned Development zoning designations. Mixed uses including residential are allowed as part of the Housing Element Overlay (see program 3.5). \*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.*

## REDEVELOPMENT FACTORS AND EXISTING USES

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Table H-47 shows how the development trends seen in Veterans Village, nearby affordable housing developments, and other recent developments the region can be applied to the housing opportunity sites in the Site Inventory.

**Table H-49: Recent Development Trends**

Project Name (if Applicable)	City	Address	Prior Use	Land Use Designation	Zoning	Units Proposed	Proposed Density (DU/ac)	Max. Allowed Density (DU/ac)	% of Max Density	Development Trend				
Recent Development in Colma														
Veterans Village	Colma	1680 Mission Road	Parking Lot	Medium Density Residential	MDR	66	30	30	100%	A				D
Nearby Affordable Housing Developments														
Gateway	Menlo Park	1345 Willow Road	Residential: Single Family	High Density Residential	R4S(AHO)	140	37	150	25%		B			
Crane Place	Menlo Park	1331 Crane Street	Retirement Home	Retirement Living Units District	RLU(X)	93	99	91	109%		B			
Menlo Uptown	Menlo Park	141 Jefferson Drive and 180-186 Constitution Drive	Industrial	Bayfront Innovation Area	R-MU-B	483	100	242	41%	A		C		
Menlo Portal	Menlo Park	104 & 110 Constitution Drive & 115 Independence Drive	Office/Light Industrial	Bayfront Innovation Area	R-MU-B	335	104	160	65%	A		C		
Menlo Flats	Menlo Park	165 Jefferson Drive	Office	Bayfront Innovation Area	R-MU-B	158	114	69	165%	A		C		
111 Independence Drive	Menlo Park	111 Independence Drive	Office	Bayfront Innovation Area	R-MU-B	105	114	46	248%	A		C		
Firehouse Square	Belmont	1300 El Camino Real	Vacant	Village Core	VC	81	65	N/A	N/A			C		
The Village at Burlingame	Burlingame	Public Parking Lots F and N	Parking Lot	Howard Mixed Use	HMU	132	157	N/A	N/A	A			C	
Alma Point at Foster Square	Foster City	790 Alma Lane	Vacant	Civic Center	C-M/DP/SHO	66	78	29	224%				C	
Arroyo Green	Redwood City	707 Bradford Street	Parking Lot	Mixed Use - Downtown	P	117	86	N/A	N/A	A			C	D
333 Main Street	Redwood City	353 Main Street	Industrial	Mixed Use - Corridor	P	125	77	97	129%	A			C	D
Huxley Apartments	Redwood City	1305 El Camino Real	Commercial	Mixed Use - Downtown	P	137	180	N/A	N/A	A			C	D
1409 El Camino Real	Redwood City	1409 El Camino Real	Vet	Mixed Use - Downtown	P	350	213	N/A	N/A	A			C	D
Kiku Crossing	San Mateo	480 East 4th Avenue	Parking Lot	Central Business Support	CBD/S	225	93	121	77%	A			C	D
1178 Sonora Court	Sunnyvale	1178 Sonora Court	Industrial	Flexible Mixed Use I Zoning District	MXD1	176	139	57	245%	A			C	D
Eagle Park	Mountain View	1701 West El Camino Real	Commercial	Village Center		67	136	39	347%	A			C	D
Wilton Court	Palo Alto	3703 El Camino Real	Commercial	Neighborhood Commercial	CN	59	128	9	1391%	A			C	D
Selected Nearby Developments in San Mateo and Santa Clara County														
Edgewood Plaza	Palo Alto	2170 W Bayshore Road	Commercial	Neighborhood Commercial	CN	10	11	19	57%	A		C		
Village	Cupertino	20187 Civic Park Lane	Commercial	General Commercial and Residential	P(CG, Res)	150	69	55	126%	A			C	D
210-260 View Street	Mountain View	210 View Street	Commercial	View/Hope Street Residential Transition Area	P(19)	8	14	23	59%	A			C	
The Village Residences	Mountain View	555 San Antonio Road	Commercial	Mixed Use Center Subarea	P(40)	331	163	162	100%	A			C	D
Broadway Plaza	Redwood City	1401 Broadway	Commercial	Mixed Use Corridor - Gateway Broadway	MUC-GB	518	37	848	4%	A			C	
12370 Saratoga-Sunnyvale	Saratoga	12370 Saratoga Sunnyvale Road	Commercial	Commercial Neighborhood	CN	20	7	54	14%	A			C	
Raines Terrace	Sunnyvale		Auto Dealer	El Camino Real Corridor	ECR	113	19	217	9%	A			C	

**Key:**

**Development Trends: A: Nonresidential Redevelopment; B: Intensification of Residential Use; C: Mixed-Use Development Proposed/Eligible; D: Transit-Oriented Development Eligible**

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Table H-5048 includes all Housing Opportunity Sites, their existing uses, and their site typologies that corroborates with Table H-49#-#, above. That is followed by a table of recent residential developments in Colma and the surrounding area that demonstrate a track record for redevelopment of similar non-vacant Housing Opportunity Sites to demonstrate their suitability for redevelopment. These trends are:

- Residential development on a previously nonresidential use (industrial or commercial site) or if vacant, a site allowing nonresidential use
- Residential development on a previously residential use (intensification of existing use) or if vacant, a site allowing residential use
- Mixed-Use development proposed or eligible
- Transit-oriented development eligible

The list also notes redevelopment factors:

- If land/improvement value ratio is less than 1.0 (or the site is vacant)
- If the existing building is estimated at 30 years old or more (or the site is vacant)
- If there is interest from developers to redevelop the site
- If the existing zoning's floor area ratio maximum is less than or equal to 0.5

Finally, the list notes the following incentives to increased residential development apply to the site:

- Whether the site is in the Housing Element Overlay Zone
- Whether the site is less than a quarter mile from a BART station
- Whether the site falls within an AB 2097-established half-mile from a major transit stop

• **Table H-50: Site Development Factors**

APN	Site Name (if Applicable)	Address	Existing Use	Typology	Development Trends				Redev. Factors				Incentives		
					A	B	C	D	E	F	G	H	I	J	K
008-127-020	Sandblaster	7733 El Camino Real	Vacant	ECR	A		C	D	E	F	G	H	I	J	K
008-421-120	Kohl's	1200 El Camino Real	Retail: Big Box	ECR	A		C	D	E	F	G	H	I		K
008-141-080	Bocci	7778 El Camino Real	Light Industrial	Sterling Park (West of ECR)	A		C	D	E	F	G	H	I	J	K
008-125-180		Between 461 and 469 B Street	Vacant	Sterling Park (East of ECR)		B		D	E	F		H		J	K
008-421-170		El Camino and Collins	Vacant	ECR	A		C	D	E	F	G	H	I		K
010-422-050		240 Collins Avenue	Parking Lot	ECR	A		C	D	E	F	G	H	I		K

**Key:**

Development Trends: A: Nonresidential Redevelopment; B: Intensification of Residential Use;

C: Mixed-Use Development Proposed/Eligible; D: Transit-Oriented Development Eligible

Redevelopment Factors: E: Improvement over Land Value Ratio < 1.0 (if Improvement Value N/A i.e. vacant, then E given); F: Existing Building 30 years old or more (or vacant lot); G: Developer Interest; H: Existing Max. FAR < 0.5

Incentives: I: Housing Element Overlay Zone; J: Less than quarter-mile from BART station; K: Half-mile from major transit stop

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The following finding will be included in the Resolution for adoption of the Housing Element by the Colma City Council:

The City Council finds that, as result of the high demand for housing in the Town, as well as obsolescent buildings, declining uses, low existing floor area ratio, the significant impact of the Covid-19 pandemic and related shifts in the commercial and residential real estate markets and development expectations, and as further evidenced by recent site development inquiries, each as further specified on a categorical and site-by-site basis in the 2023-2031 Housing Element Update, that the existing uses on each existing, nonvacant site identified for inclusion within the Site Inventory, and thereby zoned to accommodate the City's needed lower income housing needs, as noted in the Site Inventory, and thereby the fact that these sites are not currently vacant is not an impediment to additional residential development during the planning period for the 2023-2031 Housing Element.

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This finding is supported tables H-49 and H-50.

## **AFFH AND IDENTIFIED SITES**

AFFH analysis of Colma's Site Inventory is complicated by the fact that the vast majority of the Town is in a single census tract, 601601. Of the Town's 568 parcels, only 45 (8 percent) are in the census tract just north, 601300 because they are on the north side of B Street. These parcels include 6 zoned for Planned Development and one PD-zoned parcel subdivided into 13 condo-ized parcels in a mixed-use building), 26 zoned Residential (single family). These parcels are on the same street, served by the same services, as their counterparts on the south side of B Street and therefore can be treated identically to the majority of the city in census tract 601601.

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This entire census tract consists of a single census block, and falls within the Moderate Resource area as per the Tax Credit Allocation Committee's 2023 Opportunity Mapping. Without access to detailed mapping analysis, the split between "Sterling Park" and "El Camino Real" is suitable for describing how the Town is composed of two distinct areas.

Overall, the sites inventory helps to expand housing options and promotes a pattern of interspersed multi-family residential uses rather than in concentrated locations. The analysis below illustrates that Colma's Site Inventory: (1) improves integration; (2) does not exacerbate racially or ethnically concentrated areas of affluence; (3) improves areas of opportunity for all Campbell residents; and (4) does not exacerbate displacement risk for Colma's residents.

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## **Segregation and Integration**

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- Most of Colma's housing sites are designated for higher density multi-family and mixed-use development and will include housing for a variety of income levels, fostering mobility of households throughout the Town.
- The Town will facilitate production of affordable units through both regulatory and financial incentives, including the Objective Development and Design Standards and Administrative Approval Process for Planned Development Districts, Housing Element Overlay; density bonus updates; and revised parking standards
- In addition to the housing sites, Housing Element implementation will encourage development of affordable housing throughout the city in all neighborhoods through the facilitation of ADU and JADU production, primarily in Sterling Park, and streamlining of eligible SB 35 projects.

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### **Racially or Ethnically Concentrated Areas of Affluence**

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- Colma is more racially diverse than San Mateo County, with the largest portion of the population being Latino (45 percent compared to 25 percent in the County). followed by Asian (31 percent compared to 27 Colma), and White (15 percent compared to 40 percent). The overall median income in Colma (\$102,500) is lower than the County (\$136,837). the 2017-2021 ACS shows the following discrepancies in median income by race/ethnicity (for races/ethnicities with data for both the County and Colma): Hispanic households - \$81,484 (Colma), \$89,431 (County); White households - \$111,250 (Colma), \$154,691 (County); and Asian households - \$160,278 (Colma), \$154,260 (County).
- While income differences by race/ethnicity are less pronounced in Colma than on a countywide basis, Hispanic households have significantly lower incomes than other racial groups. The sites inventory and affordable housing programs will produce more affordable housing units that provide opportunities for all racial and ethnic groups and individuals who fall below the median income to have the opportunity to find housing in Colma.

### **Areas of Opportunity**

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- The Town's inclusionary housing program helps to provide housing opportunities for low- and moderate-income households in Colma and incentivizes market-rate investment in the Town.
- Colma's Housing Element Overlay will facilitate affordable housing for low- and moderate-income households by providing density incentives, thereby helping to affirmatively further fair housing.

### **Disproportionate Housing Needs and Displacement Risk**

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1. The Town is wholly located in areas identified as at a Lower Displacement Risk. However, tract 601300 north of Colma is identified as an area where Elevated, High, or Extreme Displacement is occurring. The Town's home rehabilitation and conversation

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programs will support the maintenance of existing homes so as not to exacerbate existing conditions.

## **INFRASTRUCTURE**

Currently, Colma uses Cal Water connected to the City of South San Francisco to obtain water and sewage. Colma uses PG&E and Peninsula Clean Energy for its power consumption. All of these sources and usage agreements have plenty of capacity left and are not constraints to use of any sites in the Site Inventory.

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## **GOVERNMENTAL AND NON-GOVERNMENTAL CONSTRAINTS**

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### **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,

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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 [as part of its Planning Area policies. The General Plan's El Camino Real Corridor Planning Area allows commercial mixed use \(Restaurant/Hotel/Residential/Retail/Office/Entertainment\) and mixed use commercial/residential projects. The Mission Road Planning Area allows commercial \(including mixed-use residential/commercial\), residential \(single and multi-family\) and cemetery uses.](#)

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

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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.

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Overall, 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

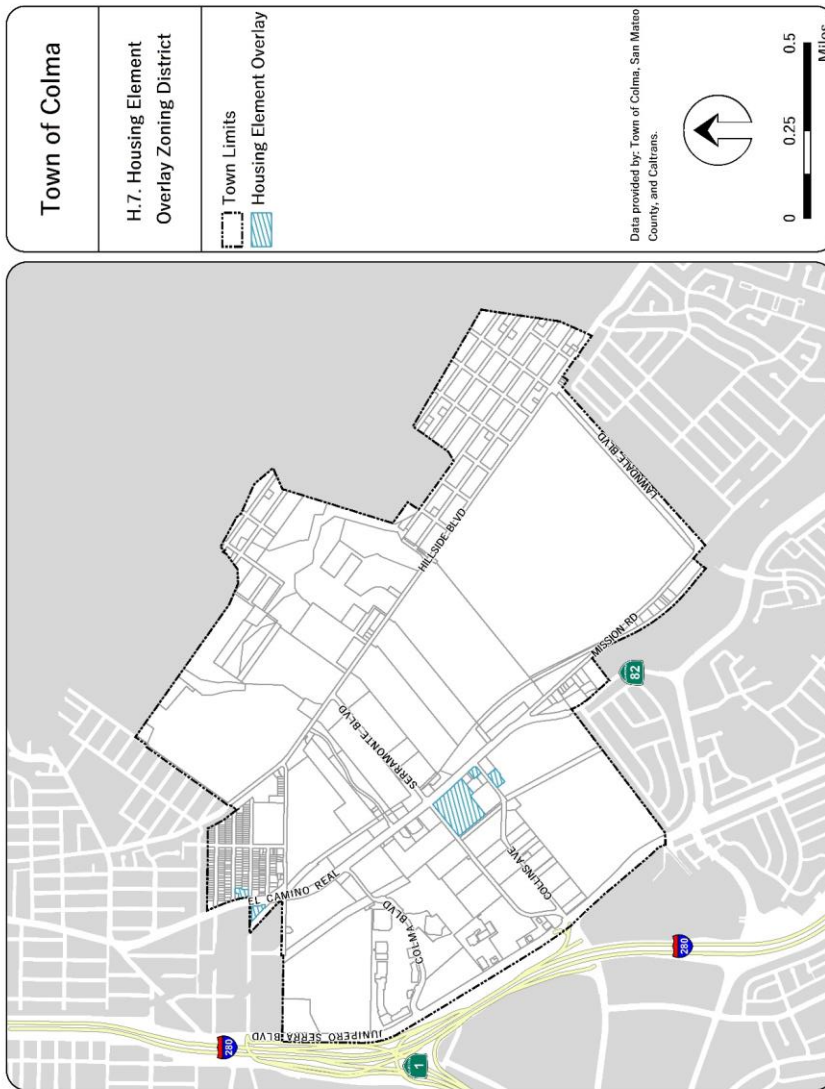


Table H-5147: Current Residential Development Standards

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

The R and C zones allow up to 36 feet in building height, sufficient for three-story buildings.

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-5248: Parking Standards

Residence Type	Spaces Required		Total
	Covered	Uncovered	
<b>Single Family Detached:</b> (Over 4 bedrooms., add 0.5 spaces/each additional bedroom)	2		2
<b>Multiple Units:</b>			
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



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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. Program 3.8 directs the revision of Colma's parking standards down to only one space (either covered or uncovered) for both studio and one-bedroom units.

Parking requirements could be a potential constraint to development if high-density developments are required to meet the existing requirements. However, 90 percent (191 acres) of Colma's 213 acres of non-roadway, non-cemetery land use are in areas that are not within a half-mile of a major transit stop. In addition, all of the sites in ~~our~~ Colma's 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

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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

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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

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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

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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 (PD) overlay 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

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targets, to undergo a ministerial approval process and be exempt from California Environmental Quality Act (CEQA) review.

#### *Planned Development Process*

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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 the 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 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:

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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.

The Town of Colma uses the PD Zone as a tool to entitle mixed use and multi-family housing developments within its boundaries. The discretionary aspect of the PD approval process is intended to provide flexibility in development standards and create projects that are cohesive with the surrounding area.

Since 1999, the Town has been successful in entitling 12 PDs, including:

- Hoffman Estates (18-unit townhome development)
- Peninsula Reflections (Senior care facility)
- Verano Homes (84-unit townhome project)
- Veterans Village (66-unit affordable rental development)

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The most recent example of establishing a PD to develop multi-family housing was in late 2016 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 allowed for multifamily developments of greater than 6 units with a conditional use permit. By applying for a PD, the property owner gave the City Council flexibility to adjust development standards to address site configuration and location. In this case, a PD allowed the developer to create a development which 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 it was entitled to an automatic 35-percent density bonus resulting in 66 units on 2.23 acres (30 du/ac). In addition, the PD reduced the parking requirements that would be imposed on a typical housing project.

PD zoning is intended to be utilized in a similar manner as the Veterans Village project, to maximize the housing potential on the opportunity sites. Since its passage in 2022, AB 2097 can be used by developers to waive the parking minimums in PD zones that are within a half-mile of a major transit stop – a designation that includes most of Colma. This can be layered on top of other incentives.

For example, at the Kohl's site, PD zoning can be applied to exceed the maximum height limits set by the base zoning district, especially along the rear of the property away from El Camino Real and Serramonte Blvd to up to 110 feet without impacting surrounding properties given the topography of the site per the Colma Land Use and Urban Design Study (2014). The discretion is applied to determine what is appropriate for each site where a PD is proposed and is effective in entitling projects that are constructed as the Town has demonstrated since 1999.

Residential uses are permitted using the underlying zoning and accompanying objective design standards. The PD process can augment the number of units developable as well as ease the path for development of affordable housing, as it has done historically in the town of Colma.

Program 3.1 directs the establishment of objective development and design standards for the Planned Development zoning, as well as administrative approval processes. Once these are established by the end of 2025, the PD permit will no longer be a discretionary process for the Housing Element Overlay Zone.

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.

**Entitlements and Fees**

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-5349: 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

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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 streamline 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 5<sup>th</sup> Cycle RHNA and is not subject to streamlining the review and approval process.~~ is subject to the 10 percent affordability streamlining requirement. Program 3.6 directs the development of a SB 35 streamlining process for developments with at least 10 percent affordability.

### *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. ~~There are no additional fees including impact fees, other than a school fee, in Colma.~~

### *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:

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Table H-540: 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-551: 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-526: 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-537: 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
<b>Colma</b>	<b>\$6,760</b>	<b>\$36,950</b>	<b>\$17,030</b>
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

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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. ~~This is due to the fact that there are no single family developments occurring in Colma and single-family developments are extremely rare in Colma. With no single-family developments in Colma's recent history, and so the fee has not been increased to reflect updated costs.~~ 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. ~~That said, the fee for both small and large multi-family units is in line with rest of the county.~~ The development fees for small and large multi-family developments are 4% and 2% of the total development costs. ~~Again, this is 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-548: 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%
<b>Colma</b>	<b>0%</b>	<b>4%</b>	<b>2%</b>
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%

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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

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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-559: 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

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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

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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-560: Affordable Housing Impact Fees

Use	Fee per Square Foot of Net New Floor Area
<b>Residential Use</b>	
Single Family Detached Home	\$10.00
Townhouses, Duplexes and Triplexes	\$ 15.00
Apartments and Condominiums	\$ 15.00
<b>Non-Residential Use (Only applies to developments over 5,000 sf)</b>	
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

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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. For all residential rental development of five or more units, or non-residential or commercial over 5,000 square feet, a housing impact fee is required to be paid. 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.- In conversations with housing developers, the inclusionary requirements do not operate as a constraint on housing development in Colma. 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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## NON-GOVERNMENTAL CONSTRAINTS

State law requires that the Housing Element include a discussion of the factors that present barriers to the production of housing, including government actions and market forces (non-governmental constraints). Identification of these constraints helps the City to implement measures that address these concerns and reduce their impacts on the production of housing. The following sections discuss actual and potential non-governmental constraints to housing.

### Availability and Cost of Financing

Home mortgage financing rates were at historic lows with rates ranging from 2 to 5 percent from 2018-2021 for a 30-year fixed rate loan (Freddie Mac). Low-interest rates dramatically affect housing affordability by decreasing monthly housing costs. For example, a 30-year home loan for \$400,000 at five percent interest has monthly payments of \$2,147. A similar home loan at seven percent interest has payments of nearly 24 percent more, or \$2,661. However, first-time buyers, people with limited credit history, lower incomes or self-employment incomes, or those with unusual circumstances have experienced challenges in qualifying for a loan or were charged higher rates.

San Mateo County qualifies as a high-cost area and has a higher loan limit through the Federal Housing Administration (FHA) loan program. In 2021, prospective home buyers could receive a loan of up to \$822,000 for a single-family home and approximately \$1,582,000 for a four-plex through an FHA loan.

Affordable housing developments face additional constraints for financing. Though public funding is available, it is allocated on a highly competitive basis and developments must meet multiple qualifying criteria, often including the requirement to pay prevailing wages. Smaller developments with higher per unit costs are among the hardest to make financially feasible. This is because the higher costs result in a sale price that is above the affordability levels set for many programs. Additionally, smaller projects often require significant time by developers, but because the overall budget is smaller and fees are based on a percentage of total costs, the projects are sometimes not feasible.

### Land and Construction Costs

San Mateo County is a desirable place for housing and available land is in short supply, which contributes to high land costs. These costs vary both between and within jurisdictions based on factors like the desirability of the location and the permitted density.

Colma has few vacant lots, which makes estimating land costs difficult. However, an analysis of assessed land value has costs upwards of \$2 million per acre.

Construction costs include both hard costs, such as labor and materials, and soft costs, such as architectural and engineering services, development fees and insurance. There is little residential construction in Colma, but estimates from surrounding jurisdictions have

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construction costs for single family homes at \$500 or more per square foot and multi-family construction at \$750,000 or more per unit.

An analysis of development costs in San Mateo County conducted by Century Urban in 2022 found that total costs, including land and construction costs, were approximately \$2,487,000 for a 2,600-square foot single family home and \$7,949,000 for a 10-unit multifamily development. Construction costs, including hard and soft costs, for single-family homes, ranged from \$553 to \$672 per square foot depending on the size of the house. A 10-unit multifamily development had an estimated construction cost of \$687 per square foot. Average land costs for single-family homes in San Mateo County was \$1,030,000 but could range from \$210,000 to \$2,510,000, while land costs for multifamily developments was an average of \$1,000,000 but could range from \$400,000 to \$1,600,000.<sup>[57]</sup>

### **Developed Densities**

State Housing Element law requires the non-governmental constraints analysis to evaluate developer requests to build at densities below the density identified in the Housing Element sites inventory. Due to Colma's unique history with little residential development, and most multifamily development using PD development, it is difficult to make this evaluation. Veterans Village – the only recent residential development – was developed at 30 units per acre, the maximum density allowed in the CMDR zone.

### **PERMIT TIMES**

State Housing Element law requires the non-governmental constraints analysis to examine the length of time between receiving approval for a housing development and submittal of an application for building permits. The length of time between application approval and building permit issuance is influenced by a variety of factors, none of which are directly impacted by the Town. These factors can include, but not limited to: required technical or engineering studies; completion of construction drawings and detailed site and landscape design; securing construction and permanent financing; and retention of a building contractor and subcontractors. Veterans Village was entitled in November 2016 and building permits were not issued until January 2018, over a little more than a year after entitlements.

### **Working with Non-Profit Housing Developers**

The key to the success of non-profit developers lies in three areas: (1) their ability to draw upon a diversity of funding sources and mechanisms to make their developments work financially; (2) their commitment to working cooperatively and constructively with the local community; and, (3) their long-term commitment to ensuring excellence in design, construction and management of their developments, creating assets that are valued by the people who live in the developments as well as their neighbors and others.

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The Town can work with non-profit developers where there are opportunities, either through public ownership of property or key larger sites (over 1 acre in size) where special opportunities exist with minimal constraints, carrying costs, or costs of processing or construction. Since multiple funding sources are typically used for an affordable project, there are additional burdens placed on non-profit developers to track the information required and report on a timely basis. Veterans Village is a great example as the project came together through partnerships between Holy Cross Cemetery, Mercy Housing, and Town staff.

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There is considerable competition for the program funds that are available, and any one development will need to draw upon multiple resources to be financially feasible. When developments are able to demonstrate a financial commitment and contribution from local sources — especially if coupled with regulatory support through policies such as fast-track processing, fee waivers, and/or density bonuses — they are better positioned to leverage funding from other outside sources.

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<sup>[57]</sup> Century Urban. "San Mateo and Santa Clara Counties Development Cost & San Mateo County Unit Mix Research." 2022.

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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 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.

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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 as 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

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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.
- 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-6157: Town of Colma Goals, Policies, Programs and Objectives

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<b>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.</b>				
Goal A: Identify Adequate Sites  Goal B: Assist in making affordable units available	<b>Program 1.1 Provide regulatory incentives to facilitate manufactured housing development in single-family residential zoning designations.</b>  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.	Annually starting in 2023 <sup>34</sup> through 2031, <a href="#">see Tasks &amp; Responsibility</a>	<ul style="list-style-type: none"> <li>Planning Department will compile a list of housing manufacturers for residents interested in this type of housing. <a href="#">(end of 2027)</a></li> <li>The planning department will develop objective design standards for manufactured housing in single-family zoning designations. <a href="#">(end of 2028)</a></li> <li>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. <a href="#">(end of</a></li> </ul>	The construction of up to 4 new suburban <a href="#">units</a> (if utilizing SB 9 lot split) on the vacant parcel on B Street in the Sterling Park Neighborhood by 2031.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
			<u>2028 for code updates, annual outreach thereafter)</u>	
Goal A: Identify Adequate Sites  Goal B: Assist in making affordable units available	<b>Program 1.2 General Plan Consistency Review and Annual Report.</b>  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.
<b>Policy 2: Encourage the construction of second dwelling units where appropriate.</b>				
Goal A: Identify Adequate Sites  Goal B: Assist in making affordable units available	<b>Program 2.1 Second Unit Ordinance.</b>  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.  Planning department to create outreach materials for Second Unit and ADU development with objective design standards.	<ul style="list-style-type: none"> <li>• Update the Second Unit ordinance prior to the end of 2023.</li> <li>• Create outreach materials and objective design standards prior to the end of 2023.</li> </ul>	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"> <li>• To increase the number of second units/ADU/JADU by the end of 2031.</li> <li>• Starting in 2023, one (1) second units/ADUs/JADUs <u>annually every two years (four total in planning period).</u></li> </ul>



Goal A: Identify Adequate Sites	<p><b>Program 2.2 Accessory Dwelling Units.</b></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"> <li>• Seek grants to help with ADU development</li> <li>• Conduct an annual survey of homeowner interest in ADUs and JADU</li> <li>• Develop ADU and JADU outreach materials</li> <li>• Notify residents of ADU/JADU eligibility</li> </ul> <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> <ul style="list-style-type: none"> <li>• <u>Apply for grants by end of 2027, at least every two years thereafter.</u></li> <li>• <u>Conduct first survey by end of 2025, annually thereafter.</u></li> <li>• <u>Develop outreach materials by 2025 (to go with survey), annually thereafter.</u></li> <li>• <u>Outreach materials will include notice of residents and property owners of ADU/JADU eligibility.</u></li> </ul>	<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"> <li>• To increase the number of completed ADU/JADU by the end of 2031.</li> <li>• Starting in 2023, one (1) second units/ADUs/JADUs <del>annually</del><u>every two years (four total in planning period).</u></li> <li>• 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) <u>beginning in 2024.</u></li> </ul>
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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
<b>Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.</b>				
Goal A: Identify Adequate Sites  Goal B: Assist in making affordable units available  Goal C: Remove governmental constraints	<b>Program 3.1 Develop Objective Development and Design Standards for Planned Development Districts and create Administrative Approval Process.</b>  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.	Starting in 2023 through 2031 and as inquiries are presented	<ul style="list-style-type: none"> <li>The Planning Department will establish clear objective design and development standards for "PD" Districts <u>(by end of 2025)</u>.</li> <li>The Planning Department will establish an Administrative Approval Process to streamline review of any high-density or mixed-use projects in the PD District <u>(by end of 2025)</u>.</li> </ul>	For each commercial, and residential project, review and analyze the optimization of developable land:-  The .41-acre site on El Camino Real and Collins Avenue, at least <u>128</u> residential units.  The .72-acre site on Collins Avenue near El Camino Real, at least <u>174</u> residential units. <ul style="list-style-type: none"> <li>Removes any constraints from requiring high-density residential or mixed-use projects to undergo a discretionary review process.</li> <li>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.</li> </ul>

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal B: Assist in making affordable units available	<p><b>Program 3.2 Update the Town's Density Bonus Provisions to Stay Consistent with State Density Bonus Law.</b></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. <u>The first assessment will take place by the end of 2023.</u>	<ul style="list-style-type: none"> <li>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.</li> <li>City Council is responsible for the adoption of updates to the Town's Density Bonus Ordinance.</li> </ul>	A total of 22 extremely low-, 22 very low-, and 25 low-income affordable units by the end of 6 <sup>th</sup> Housing Element cycle.
Goal B: Assist in making affordable units available	<p><b>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations.</b></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. <u>The first zoning amendments will take place by the end of 2023. Outreach will begin in 2024, and will include mailings (to both address and owner address, if different) as well as</u>	<ul style="list-style-type: none"> <li>Planning Department is responsible for keeping up to date with state laws, identifying applicable property owners, and annual engagement.</li> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>Vacant parcels that are located near BART stations, encourage development to be over 30 du/ac.</li> <li>Updated parking standards will facilitate in feasibility of high-density development near the BART station.</li> <li>Remove constraints for projects that meet all characteristics for a Categorical Exemption under CEQA for infill development projects.</li> </ul>

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
		<u>an open house at Town Hall once every two years.</u>	<p>maximize housing units including affordable units.</p> <ul style="list-style-type: none"><li>• 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.</li><li>• 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.</li></ul>	<ul style="list-style-type: none"><li>• At 7733 El Camino Real, at least 16 total housing units, but encourage more.</li><li>• At 7778 El Camino Real, at least 15 total housing units, but encourage more.</li></ul>

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal B: Assist in making affordable units available	<b>Program 3.4 Inclusionary Housing.</b> 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.	Starting in 2023, and annually through 2031.	City Manager administers the Housing Fund. <ul style="list-style-type: none"> <li>• Planning department will record, assess parcels, and reach out to housing developers.</li> <li>• 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.</li> <li>• The planning department will contact for-profit and nonprofit developers to gauge interest in identified parcels</li> </ul>	Develop a total of 22 extremely low-, 22 very low-, and 25 low-income units by the end of 6 <sup>th</sup> Housing Element cycle.
Goal A: Identify Adequate Sites  Goal B: Assist in making affordable units available	<b>Program 3.5 Establish a Housing Element Overlay Zone</b> The planning department will create a new overlay district based on the opportunity sites from the 6 <sup>th</sup> 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:	2023 through 2031. This overlay will go into effect once the 6 <sup>th</sup> cycle Housing Element is adopted by City Council and certified by HCD, <u>with the zoning</u>	<ul style="list-style-type: none"> <li>• Create a new overlay district based on the opportunity sites from the 6<sup>th</sup> cycle Housing Element. This overlay district will reflect state law that will be effective January 1, 2023. Some</li> </ul>	By the end of the 6 <sup>th</sup> 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.

Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal C: Remove governmental constraints	<ul style="list-style-type: none"> <li>Residential use on commercially zoned property without rezoning for projects that pay prevailing wages</li> <li>CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development that meets affordable housing targets and pays prevailing wages</li> <li><u>No parking minimums within half-mile of high-quality transit.</u></li> <li><u>Non-discretionary approval of projects using the Planned Development Objective Design and Development Standards (see Program 3.1)</u></li> </ul> <p><u>These sites will also allow development by right pursuant to State statutes (Gov Code 65583.2 (h) and 65583.2(i)), meeting the following requirements:</u></p> <ul style="list-style-type: none"> <li><u>Permit multifamily uses by-right for developments in which 20 percent or more of the units are affordable to lower-income households</u></li> <li><u>Permit a minimum of 20 units per acre</u></li> <li><u>Allow a minimum of 16 units per site</u></li> <li><u>Accommodate at least 50 percent of the lower income need on sites designated for residential use only, otherwise allow 100 percent residential use and require residential to occupy at least 50 percent of the floor area in a mixed-use project.</u></li> </ul>	<u>code amended by the end of 2023.-</u>	<p>highlights of this overlay district will be:</p> <ul style="list-style-type: none"> <li>Residential use on commercially zoned property without rezoning for projects that pay prevailing wages</li> <li>CEQA-exempt ministerial approval pathway on commercially zoned land for qualifying residential development that meets affordable housing targets and pays prevailing wages</li> <li>No parking minimums within half-mile of public</li> <li>City Council to approve overlay district, as part of General Plan Update amendment, by March 2023.</li> </ul>	

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal B: Assist in making affordable units available  Goal C: Remove governmental constraints	<b>Program 3.6 Streamlining Ministerial Review Process for SB 35 projects</b>  The Town is currently subject to SB 35 processes for proposed developments with at least 10 percent affordability. The Town will develop written procedures for SB 35 applications so the City is prepared should it be subject to SB 35 streamlining in the future, at both 10 percent affordability as well as for applications with at least 50 percent affordability in case there is a change in Colma's eligibility in the future.	Amendment Develop streamlining procedures by 2026.	• Planning Department shall oversee drafting of written procedures for SB 35 ministerial eligibility & process	Ease development of multifamily housing in Colma.
Goal B: Assist in making affordable units available  Goal C: Remove governmental constraints	<b>Program 3.7: Remove 6-unit Limit</b>  Remove multifamily limit of 6 units without a Conditional Use Permit process in C and R zones.	Amend the Zoning code by the end of 2023.	• Planning Department will revise zoning ordinance	Ease development of multifamily housing in Colma.

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Related Goal	Implementing Program	Timeframe	Tasks & Responsibility	Quantified Objective
Goal B: Assist in making affordable units available	<b>Program 3.8: Revise Parking Standards</b> Amend the zoning code to require only 1 parking space (either covered or uncovered) for studio and one-bedroom units.	Amend the Zoning code by the end of 2023.	<ul style="list-style-type: none"> <li>Planning Department will revise zoning ordinance</li> </ul>	Ease development of smaller units in multifamily housing in Colma.
Goal C: Remove governmental constraints				

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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><b>Program 4.1 Reasonable Accommodations Ordinance Public Information, Ordinance Amendment and Monitoring</b></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. 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 <u>on the Town website</u>. 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><u>The Reasonable Accommodation ordinance will be modified to clarify that no fee is required and to remove any other identified constraints.</u></p>	<p>Ongoing. <u>Amend ordinance to clarify fee by end of 2023, and review; continuing in 2023 and</u> annually.</p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• The Planning Department will work with the ADA Coordinator to obtain guidance on the</li> </ul>	<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. <u>Any revisions will be complete by the end of 2023.</u>	
Goal E: Preserve assisted housing developments at-risk of conversion to market- rate.  Goal F: Equal Opportunity for Housing	<b>Program 4.2 Expand Senior Housing Opportunities.</b> 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 <del>aims-will</del> to preserve affordable housing units for the senior population in town <u>by continuing to fund maintenance and management of the facility (the facility is currently considered low risk)</u> .	Ongoing, <u>with maintenance and management provided as appropriate (annually/monthly) from Housing Element adoption</u>	<ul style="list-style-type: none"> <li>Town of Colma Administration and the Department of Public Works are responsible for <u>ongoing</u> maintenance/ management of the facility.</li> <li>The Planning Department will work with developers to identify and expand senior housing opportunities in mixed-use and high-density multi-family housing projects.</li> </ul>	<ul style="list-style-type: none"> <li>To <del>maintain-preserve</del> <u>18 very low units as</u> affordable housing for seniors within the community.</li> <li>To integrate senior housing into mixed-use and high-density developments in areas that are suitable for more modest income seniors.</li> </ul>
Goal F: Equal Opportunity for Housing	<b>Program 4.3 Identify Opportunities for Emergency Shelters and Homeless Assistance.</b> 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.	Ongoing, <u>with outreach tasks as defined in "Tasks &amp; Responsibilities". The town will amend 5.03.290(d)(2)(iv) by the end of 2023.</u>	<ul style="list-style-type: none"> <li>The Planning Department will work with LifeMoves to obtain resources for homeless individuals <u>(annually, beginning in 2024).</u></li> <li>The Planning Department will update the Town's website with</li> </ul>	<ul style="list-style-type: none"> <li>Promote housing and services for homeless individuals by supporting agencies such as LifeMoves.</li> </ul>

	<p>The Town of Colma supports LifeMoves for resources to homeless individuals and families or those at risk of being homeless.</p> <p><u>The Town will revise its zoning ordinance (5.03.290(d)(2)(iv)) in order to raise the limit of beds in emergency shelters from 5 to 30.</u></p>		<p>resource and guidance for individuals seeking homeless assistance <u>(annually, beginning in 2024).</u></p> <ul style="list-style-type: none"> <li>• The Planning Department will provide street outreach through volunteers and Homeless Liaisons <u>(annually, beginning in 2024)-</u></li> <li>• Planning Department responsible for advising a potential developer of an emergency shelter of the zoning provisions <u>(ongoing).</u></li> <li>• Building Department responsible for processing building permits.</li> </ul>	
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Goal F: Equal Opportunity for Housing	<p><b>Program 4.4 Housing Opportunities for Persons with Developmental Disabilities</b></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"> <li>• The Planning Department will identify existing community-based housing types such as community care facilities and group homes <u>(by end of 2025)</u>.</li> <li>• The Planning Department will prepare outreach programs to inform Colma residents and families of available housing and services for persons with developmental disabilities <u>(by end of 2025)</u>.</li> <li>• The Planning Department will 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 <u>(first by end of 2025, ongoing thereafter)</u>.</li> <li>• The Planning Department will assess and implement development standards</li> </ul>	<ul style="list-style-type: none"> <li>• Provide equal opportunity for segmented groups with developmental disabilities to be able to live independently in an affordable housing.</li> <li>• Supports a variety of housing types to help address needs of persons with developmental disabilities.</li> <li>• Identifies unmet needs to overcome any constraints, including lack of capacity and available resources for segmented groups.</li> </ul>
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			that supports by-right zoning for care facilities, including residential care facilities, that would contribute to affordable housing for segmented groups <u>(by end of 2027)</u> .	
Goal B: Assist in making affordable units available Goal F: Equal Opportunity for Housing	<b>Program 4.5 Low-Barrier Navigation Centers</b> To comply with AB 101, the Town will amend the zoning code to permit Low-Barrier Navigation Centers in the <u>R_C and PD Zones</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.	Amend the zoning code prior to the end of 2023.	The planning department will update the zoning code	<ul style="list-style-type: none"> <li>Identify areas where Low-Barrier Navigations could exist</li> <li>Support temporary housing types to help address the needs of those who are homeless or at risk of homelessness.</li> </ul>

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Goal B: Assist in making affordable units available	<p><b>Program 4.6 Transitional and Supportive Housing</b></p> <p>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 as per AB 2162. The Town will amend the zoning code to allow supportive housing as a by-right use in the Commercial, Residential, and Planned Development zones (where "multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses" per Gov. Code 65651 if proposed supportive development meets all the requirements of Gov. Code 65651.</p> <p>The town will 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.</p>	Amend the zoning code prior to the end of 2023. Begin outreach in 2024, annually thereafter.	The planning department will update the zoning code and conduct outreach.	<ul style="list-style-type: none"> <li>Ease development of transitional and supportive housing for special needs populations</li> </ul>	
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Goal B: Assist in making affordable units available	<b>Program 4.7: Priority Sewer Access</b> Work with water and sewer service providers (Cal Water, via South San Francisco) to establish specific procedures to grant priority water and sewer service to developments with units affordable to lower-income households as per Gov. Code 65589.7.	Send housing element to Cal Water and South San Francisco upon housing element certification and subsequent adoption. Establish procedures by end of 2027.	The Town will deliver the Housing Element to Cal Water and South San Francisco with a cover memo describing the Town's housing element, including the Town's housing needs and regional housing need.	• <u>Ease development of lower-income units.</u>
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**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	<b>Program 5.1 Knowledgeable Housing Referral.</b> 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 <u>will be posted proactively</u> <del>are posted</del> for public review at the Town Hall, Colma Community Center, <u>Veterans Village</u> and Creekside Villas - the Town's Senior Housing Complex, <u>as well as all rental housing developments.</u> <u>Information about housing-related services and fair housing</u>	<del>Ongoing implementation of existing program.</del> <u>Annual updating</u> <del>Update of</del> lists of major agencies and organizations active in housing related services <u>(annually).</u> <u>Outreach posters posted quarterly, beginning in Q3 2024.</u>	<del>Planning Department will continue to manage existing programs and resources for affordable housing.</del> <u>Planning Department will continue to track available funding and assistance and make this information publicly available.</u>	<del>To ensure that referrals can be made to provide equal access to housing.</del> <u>Increase public awareness of fair housing laws and requirements.</u>
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	<u>discrimination complaints will be distributed through Council announcements, as well as one outreach event annually (which can be done in concurrence with another outreach event of similar nature)</u>	<u>The first outreach event will be conducted by the end of 2025.</u>		
Goal E: Preserve assisted housing developments at-risk of conversion to market-rate.  Goal F: Affirmatively Furthering Fair Housing	<b>Program 5.2 Human Investment Project (HIP) Support.</b> 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. Annual outreach to HIP Housing.	Planning Department is responsible for the ongoing management of the existing program. City Council is responsible for the approval of any monetary support.	Support better utilization and maintenance of existing housing stock and provides affordable housing.
Goal B: Assist in making affordable units available  Goal F: Affirmatively Furthering Fair Housing	<b>Program 5.3 Section 8 Rental Assistance.</b> 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.	<ul style="list-style-type: none"> <li>• Ongoing implementation of existing program.</li> <li>• Bi-annual assessment of program and coordination with landlords</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Department is responsible for the ongoing management of the existing program.</li> <li>• Planning Department conduct outreach programs that focus on promoting Section 8 Rental Assistance</li> <li>• Planning Department will contact and coordinate with landlords of affordable</li> </ul>	<ul style="list-style-type: none"> <li>• Continues to encourage qualified persons to participate in Section 8 Rental Assistance.</li> <li>• Ensures that information is provided to qualified applicants to provide equal access to housing.</li> </ul>



			multifamily complexes bi-annually to provide information and assistance on the program.	
<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><b>Program 5.4 Address needs of Extremely Low-Income Households.</b></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 types, including higher density, multi-family, and shared housing.</p> <p><u>The Town will publish debriefing materials after the annual meetings to the Town website and on postings in Town Hall, the Colma Community Center, Veterans Village, Creekside Villas and in Council announcements. The debriefing will include implementation steps, if appropriate, to be accomplished by the end of 2031.</u></p> <p><u>These implementation actions could include adopting priority processing, granting fee waivers or deferrals, modifying</u></p>	<p>Ongoing. Meetings with property owners and non-profit developers on an annual basis.</p> <p>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>	<ul style="list-style-type: none"> <li>• Planning Department will lead the outreach and information <del>dispersal</del> <u>distribution</u> efforts <u>(annually, beginning in 2024).</u></li> <li>• Planning Department will develop concessions for developers who include extremely low-income units within affordable housing developments <u>(by end of 2026).</u></li> <li>• <u>Planning Department will plan annual meeting and publish debriefing materials/implementation action plan (first meeting in 2024, debriefing to be published not more than 60 days after meeting.</u></li> </ul>	<p>Assists developers and property owners in making affordable units available, which, in turn, provides equal housing opportunities to segmented groups</p>

	<u>development standards, granting concessions and incentives for housing developments that include units affordable to ELI households; and assisting, supporting, or pursuing funding applications.</u>				
Goal B: Assist in making affordable units available	<b>Program 5.5 Demonstrate consistency with the Employee Housing Act.</b> 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"> <li>To ensure that the Town is consistent with the Employee Housing Act.</li> <li>Support various housing types to help address the needs of employees in Colma</li> </ul>	
Goal B: Assist in making affordable units available  Goal F: Affirmatively Furthering Fair Housing	<b>Program 5.6 Single Room Occupancy (SRO Housing)</b> 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.	
<b>Policy 6: Recommend and promote energy conservation in existing and new housing.</b>					

Goal G: Sustainable residential development	<b>Program 6.1 Green Building Regulations for Residential Uses.</b> 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.	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	<ul style="list-style-type: none"> <li>• Sustainability Manager to coordinate with Planning Department to amend Municipal Code once adopted by City Council.</li> <li>• Building Department to enforce reach code requirements for new construction projects.</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce GHG Emissions from both new residential and non-residential buildings.</li> <li>• Reduce the reliance on natural gas.</li> </ul>
Goal G: Sustainable residential development	<b>Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage.</b> 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.	Proactive <u>outreach quarterly using website and newsletter, beginning Q1 2024.</u> <del>Outreach</del> <u>Applicants of new projects will be informed of programs upon initial application (if not in pre-application discussions).</u>	<ul style="list-style-type: none"> <li>• Planning and Building Departments to proactively educate applicants for applicable projects.</li> </ul>	<ul style="list-style-type: none"> <li>• To create new and sustainable residential development.</li> <li>• To retrofit existing structures to increase efficiency and reduce energy use and cost.</li> </ul>

**Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.**

Goal D: Conserve and improve the condition of the existing housing stock.	<b>Program 7.1 "Rebuilding Together Peninsula" Participation.</b> The Town will continue <u>AFFHaffh</u> in 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.	Ongoing participation in existing program.	All Town staff and residents responsible for participation.	To conserve and improve the condition of the existing housing stock, <u>targeting 4 rehabilitated units in the 8-year planning period.</u>
Goal E: Preserve assisted housing developments at-risk of conversion to market- rate.				
Goal D: Conserve and improve the condition of the existing housing stock.	<b>Program 7.2 Neighborhood Improvement (Code Enforcement).</b> Continue neighborhood improvement efforts through an active code enforcement program and provide staff as needed to improve residential areas.  <u>The Town of Colma's Neighborhood Improvement - Code Enforcement program will use code enforcement complaints to:</u> <u>1. Continually identify which areas within the jurisdiction to focus their rehabilitation efforts.</u> <u>2. Identify which complaints are relevant to home conditions to ensure program effectiveness.</u> <u>Currently, the average annual number of complaints received for 2020-2023 is 7, with over half of code enforcement cases occurring in the Sterling Park neighborhood-. Using this average as a baseline, the town of Colma will commit to ensuring at minimum 72 units annually (16 over the course</u>	<del>Completed</del> <u>The</u> Ordinance <u>was</u> adopted September 12, 2012. <u>Housing stock assessment will continue annually, with area analysis done first by the end of 2023.</u>	<ul style="list-style-type: none"> <li>Planning Department will assess the conditions of the existing housing stock to determine processes for <del>which</del> cleanup, <del>and</del> maintenance, <u>and rehabilitation (if applicable)</u></li> <li>Planning Department will seek out funding sources to assist with residential maintenance</li> <li>Code Enforcement will assist with the inventory of residential units in need of maintenance <u>by analyzing complaints and</u></li> </ul>	Conserves and improves the conditions of the existing housing stock, <u>targeting 16 rehabilitated units in the 8-year planning period.</u>

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	<p>of the 8-year planning period) are rehabilitated with support from the Town.</p> <p><u>The Code Enforcement program is not a crime free ordinance.</u></p>		<p><u>identifying which indicate housing in need of rehabilitation. Town of Colma</u> <del>and</del> will coordinate with the Planning Department to assess common maintenance items.</p> <ul style="list-style-type: none"> <li>• Planning Department, with assistance from the Building Official and City Attorney's office.</li> </ul>	
<p>Goal D: Conserve and improve the condition of the existing housing stock.</p>	<p><b>Program 7.3 Organize Community Clean Up Days.</b></p> <p>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.</p>	<p>Ongoing – the Town organizes community clean-up days on an annual basis.</p>	<p>Planning and Recreation departments responsible for program. City Council is responsible for adopting program.</p>	<p>To conserve and improve the condition of the existing housing stock.</p>
<b>Policy 8: Promote public participation transparency in housing and land use plans</b>				
<p>Goal C: Remove governmental constraints</p> <p>Goal F: Affirmatively Furthering Fair Housing</p>	<p><b>Program 8.1 Housing and Land Use Public Participation</b></p> <p>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.</p>	<p>Starting in 2023 and on an annual basis.</p>	<p>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.</p>	<ul style="list-style-type: none"> <li>• Annual outreach to underrepresented community members which result in upward trending participation.</li> <li>• Update housing related projects on the Town's website as needed.</li> </ul>

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Goal C: Remove governmental constraints  Goal F: AFFH	<b>Program 8.2 Zoning and Fees Transparency</b> 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"><li>• Update housing related projects on the Town's website as needed.</li><li>• Meet inclusionary housing units for all income levels for the 6<sup>th</sup> cycle.</li></ul>
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## QUANTIFIED OBJECTIVES

Table H-~~6258~~ 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 22 extremely low, 44-22 very low, ~~(this includes extremely low incomes)~~, 25 very low, 37 moderate, and 96 above moderate units for a total of 202 units. These are the New Construction Objectives, although the Site Inventory identifies more units in each of these categories. Rehabilitation goal include 16 units targeted in 7.1 (8 at moderate income, 8 at low income) and the 4 units targeted in Program 7.2 (at very low income). The Conservation/Preservation goal includes preserving the 18 units at Creekside Villas for low-income seniors, currently at a low risk for conversion.

~~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-~~6258~~: Quantified Objectives 2023-2031

Income Category	New Construction	Rehabilitation	Conservation/ Preservation	Total <sup>1</sup>
Extremely Low (Less than 30% of AMI)	22	0	0	0
Very Low (30-50% of AMI)	22	4	18	44
Low (50-80% of AMI)	25	8	0	33
Moderate (80-120% of AMI)	37	8	0	45
Above Moderate (Greater than 120% of AMI)	96	0	0	9
Total	202	20	18	240

Income Category	RHNA	New Construction	Rehabilitation	Conservation/ Preservation	Total <sup>2</sup>
Extremely Low (Less than 30% of AMI) <sup>2</sup>	0	26	0	0	0
Very Low (30-50% of AMI)	44	27	0	0	0

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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:

<sup>1</sup>Totals in each category are estimated based on site inventory, income category of existing units to be conserved and past performance in rehabilitation.

<sup>2</sup>The "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

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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.

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## 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-6359: Town of Colma Previous Housing Element Accomplishments

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<b>Policy 1: Encourage construction of single family detached homes at all income levels in the Sterling Park residential neighborhood.</b>			
<b>Program 1.1 Manufactured Housing Design Standards.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>Allows for construction of single-family residences at lower costs, thereby reducing the cost of housing.</i>	<i>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.</i>	<i>Since adoption of this ordinance in 2013, no requests have been made to construct a manufactured home.</i>  <i>This program is continued in the 2023 Housing Element. (see Program 1.1)</i>  <i>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.</i>
<b>Program 1.2 General Plan Consistency Review and Annual Report.</b> <i>Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400.</i> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>Increase awareness of decision-makers of annual progress toward meeting Housing Element Goals.</i>	<i>Continue internal consistency review annually and make reports available to the public.</i>	<i>The Town's General Plan was adopted in March 2022 and the Planning Department continues to annual report housing progress to HCD.</i>  <i>This program is continued in the 2023 Housing Element. (See Program 1.2).</i>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			<i>Modifications to the program include annual internal consistency review and public reporting of the review on the Town's website.</i>
<b>Policy 2: Encourage construction of second dwelling units where appropriate.</b>			
<b>Program 2.1 Second Unit Ordinance.</b> <i>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.</i> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>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).</i>	<i>Accessory Dwelling Unit (ADU) Ordinance adopted in 2017. The ordinance was amended in 2020 to comply with new state housing laws.</i>	<i>No new second units were constructed under the 2015 Housing Element.</i>  <i>This program is effective and will continue in the 2023 Housing Element. (see Program 2.1 and 2.2)</i>  <i>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.</i>
<b>Policy 3: Provide incentives that encourage affordable high-density residential uses near major regional transportation facilities.</b>			
<b>Program 3.1 Planned Development Districts and Mixed Use.</b> <i>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.</i>	<i>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</i>	<i>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.</i>	<i>No new "PD" Districts were established or Mixed Use developments were built in the current cycle.</i>  <i>This program will continue in the 2023 Housing Element. (see Program 3.1)</i>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<p><i>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.</i></p> <p><i>Timing: Ongoing</i></p> <p><i>Responsibility: Planning Department</i></p>	<p><i>provisions when appropriate.</i></p>		<p><i>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.</i></p>
<p><b>Program 3.2 Density Bonus and Inclusionary Housing Provisions</b></p> <p><i>Timing: Ongoing</i></p> <p><i>Responsibility: Planning Department</i></p>	<p><i>To increase the supply of housing units through the use of density bonus provisions.</i></p>	<p><i>Evaluation to be completed within one year of Housing Element adoption.</i></p>	<p><i>Colma is participating with other jurisdictions in San Mateo County to prepare a joint Nexus study to the support existing ordinance.</i></p> <p><i>No new housing units were built using Density Bonus and Inclusionary Housing Provisions.</i></p> <p><i>This program is continued in the 2023 Housing Element. (see Program 3.2)</i></p> <p><i>Modifications include annual review of State's Density Bonus Law and make amendments to the Town's Density Bonus Ordinance for consistency.</i></p>

<b>Program</b>	<b>Program Objective</b>	<b>Accomplishments</b>	<b>Effectiveness and Appropriateness</b>
<b>Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To facilitate the development of housing units and affordable housing units in proximity to the BART station.</i>	<i>The Town continues to encourage development near the BART Stations. Due to the recession, no units were built.</i>	<i>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)</i>  <i>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.</i>
<b>Program 3.4 Planner Responsibility to Promote Affordable Housing and Mixed-Use.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To assist in the development of affordable units.</i>	<i>Ongoing implementation of existing program.</i>  <i>This program and other programs led to Veterans Village to be built during the current housing cycle.</i>	<i>Routine meetings and inquiries with property owners, citizens and developers as they request information about various properties.</i>  <i>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.</i>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<b>Program 3.5 Planned Development Zoning Provisions for Larger Lot Development.</b> 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.	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.	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.	No new units were constructed under the current housing cycle.  This program is discontinued in the 2023 Housing Element.
<b>Program 3.6 Ensure No Net Loss of Required Units.</b> Timing: Ongoing Responsibility: Planning Department	To ensure that all units identified in the Housing Element will be built on designated sites or alternative sites.	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).	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.

<b>Program</b>	<b>Program Objective</b>	<b>Accomplishments</b>	<b>Effectiveness and Appropriateness</b>
<b>Program 3.7 Inclusionary Housing.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To create new affordable housing units both for rent and for sale.</i>	<i>Nexus Study and Housing Impact Fees adopted 2016.</i>  <i>This program and other programs led to Veterans Village to be built during the current housing cycle.</i>	<i>This program is continued in the 2023 Housing Element. (see Program 3.4)</i>  <i>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.</i>
<b>Policy 4: Provide Housing accessible to persons with special needs, including seniors, persons with disabilities, and homeless persons.</b>			
<b>Program 4.1 Reasonable Accommodations Ordinance Enforcement.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To ensure that reasonable accommodation is made for individuals to have equal access to housing.</i>	<i>No requests for reasonable accommodation were made during the 2015 Housing Element period.</i>	<i>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.</i>  <i>This program is modified in the 2023 Housing Element. (see program 4.1)</i>  <i>Modifications include Planning Department's responsibility to amend, implement, monitor, and provide information about the municipal zoning</i>



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.
<b>Program 4.2 Senior Housing.</b> Timing: Ongoing Responsibility: Planning Department	To maintain affordable housing for seniors within the community.	Completed and ongoing.	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 is effective and will continue in the 2023 Housing Element. (see program 4.2)  Modifications include the Planning Department identifying opportunities to expand senior housing in mixed-use and high-density multi-family housing projects.

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<b>Program 4.3 Emergency Shelters.</b> Timing: Ongoing Responsibility: Planning Department	Allowance for an emergency shelter.	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).	No requests for an emergency shelter have been made during the 2015 Housing Element period.  This program is effective and will continue in the 2023 Housing Element. (see program 4.3) in and working  Modifications include working with LifeMoves, updating the Town's website for homeless related assistance, and advising potential developers of emergency shelter and zoning provisions.
<b>Program 4.4 Inform local developers of opportunities to provide transitional and supportive housing.</b> Timing: Ongoing Responsibility: Planning Department	Allowance for transitional and supportive housing.	Ongoing. Information provided at time of counter interaction.	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.  This program will not continue in the 2023 Housing Element. Program 4.3 (see

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
			<i>Program 4.3) does cover some of the elements in this program.</i>
<b>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.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>Allowance for transitional and supportive housing in residential zones.</i>	<i>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.</i>	<i>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.</i>
<b>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.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To ensure that equal access and opportunities are provided to persons with disabilities for housing.</i>	<i>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.</i>	<i>This program is effective and continued in the 2023 Housing Element. (see program 4.4)</i>  <i>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.</i>
<b>Policy 5: Assist citizens in locating and retaining affordable housing and promote equal housing opportunity and fair housing.</b>			

<b>Program</b>	<b>Program Objective</b>	<b>Accomplishments</b>	<b>Effectiveness and Appropriateness</b>
<b>Program 5.1 Knowledgeable Housing Referral. Timing: Ongoing</b> <i>Responsibility: Planning Department</i>	<i>To ensure that referrals can be made to provide equal access to housing.</i>	<i>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.</i>	<i>There were no reported violations of fair housing in this cycle. Modifications to this program include incorporating proactive outreach strategies multiple times a year throughout the planning period.</i>  <i>This program is effective and will continue in the 2023 Housing Element. (see Program 5.1)</i>
<b>Program 5.2 Human Investment Project (HIP) Support.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>Supports better utilization of existing housing stock and provides affordable housing. It also supports better maintenance of existing housing stock.</i>	<i>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.</i>	<i>HIP has attended town events on an annual basis to promote this program.</i>  <i>This program is effective and will continue in the 2023 Housing Element. (see Program 5.2)</i>
<b>Program 5.3 Section 8 Rental Assistance.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To ensure that information is provided to qualified applicants to provide equal access to housing.</i>	<i>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.</i>	<i>This program is effective and will continue in the 2023 Housing Element. (see Program 5.3)</i>  <i>Modifications includes outreach programs, contacting landlords of multifamily properties in town to educate and inform of program.</i>

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<b>Program 5.4 Housing Recordkeeping.</b> 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 not continue in the 2023 Housing Element as this is a task currently done by the Planning Department.
<b>Program 5.5 Address needs of Extremely Low-Income Households.</b> 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.  As a result, 31 very-low and 34 low housing units were built at Veterans Village.	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.
<b>Policy 6: Recommended and promote energy conservation in existing and new housing.</b>			
<b>Program 6.1 Greenbuilding Regulations for Residential Uses.</b> 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 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.	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.

Program	Program Objective	Accomplishments	Effectiveness and Appropriateness
<b>Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage.</b> 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.
<b>Policy 7: Promote the conservation and improvement of the condition of existing housing stock and encourage remodeling and expansion efforts by homeowners.</b>			
<b>Program 7.1 "Rebuilding Together Peninsula" Participation.</b> 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.
<b>Program 7.2 Minor Housing Repair Grant Program.</b> 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 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 disability access.	This will not continue in the 2023 Housing Element.  Many elements of this program is covered in Program 7.1. Working and cooperating with the Rebuilding Peninsula Together is ongoing at this time.

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.	
<b>Program 7.3 Neighborhood Improvement (Code Enforcement).</b> 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.
<b>Program 7.4 Low-interest loan program for very-low-, low-, and moderate-income homeowners.</b> 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.
<b>Program 7.5 Underground Utilities in the Mission Road Corridor.</b> 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.

<b>Program</b>	<b>Program Objective</b>	<b>Accomplishments</b>	<b>Effectiveness and Appropriateness</b>
<b>Program 7.6 Nuisance Abatement and Property Maintenance process to Improve Individual Properties and Neighborhood Pride.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To conserve and improve the condition of the existing housing stock.</i>	<i>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.</i>	<i>This program will not continue in the 2023 Housing Element.</i>  <i>Programs 7.1, 7.2, and 7.3 covers the tasks involved in this program.</i>
<b>Program 7.7 Organize Community Clean Up Days.</b> <i>Timing: Ongoing</i> <i>Responsibility: Planning Department</i>	<i>To conserve and improve the condition of the existing housing stock.</i>	<i>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.</i>	<i>This program is effective and will continue in the 2023 Housing Element. (see Program 7.3)</i>  <i>Modifications include outreach by Planning Department and Recreation Department.</i>



## PROGRESS IN ACHIEVING QUANTIFIED OBJECTIVES (2015-2023)

Table H-640: 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.