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General Information	
Jurisdiction Name	South San Francisco
Reporting Calendar Year	2023
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Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

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

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

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

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

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

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2023 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2023

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

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

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

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

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	13
Low	Deed Restricted	35
	Non-Deed Restricted	13
Moderate	Deed Restricted	0
	Non-Deed Restricted	14
Above Moderate		14
Total Units		89

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

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	3	4	2
2 to 4 units per structure	2	4	0
5+ units per structure	805	36	178
Accessory Dwelling Unit	0	45	36
Mobile/Manufactured Home	0	0	0
Total	810	89	216

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	49	89
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	2
Number of Proposed Units in All Applications Received:	5
Total Housing Units Approved:	5
Total Housing Units Disapproved:	0

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

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

Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	1	1
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	0	0
Discretionary	2	5

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	114
Sites Rezoned to Accommodate the RHNA	0

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

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B															
Regional Housing Needs Allocation Progress															
Permitted Units Issued by Affordability															
		1	Projection Period - 06/30/2022 - 01/30/2023	2										3	4
Income Level		RHNA Allocation by Income Level		2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level	
Very Low	Deed Restricted	871	1	-	-	-	-	-	-	-	-	-	14	857	
	Non-Deed Restricted		1	12	-	-	-	-	-	-	-	-	-	857	
Low	Deed Restricted	502	-	35	-	-	-	-	-	-	-	-	54	448	
	Non-Deed Restricted		6	13	-	-	-	-	-	-	-	-	-	448	
Moderate	Deed Restricted	720	-	-	-	-	-	-	-	-	-	-	28	692	
	Non-Deed Restricted		15	13	-	-	-	-	-	-	-	-	-	692	
Above Moderate		1,863	6	14	-	-	-	-	-	-	-	-	20	1,843	
Total RHNA		3,956													
Total Units			29	87	-	-	-	-	-	-	-	-	116	3,840	
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).															
		5		2023	2024	2025	2026	2027	2028	2029	2030	2031	6 Total Units to Date	7 Total Units Remaining	
Extremely Low-Income Units*		436		-	-	-	-	-	-	-	-	-	-	436	

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

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

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

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

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

VLI Deed Restricted
VLI Non Deed Restricted

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	South San Francisco		
Reporting Year	2023	(Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
EQ-1.1 - Enforce equal housing opportunity laws.	The City shall require that all recipients of locally administered housing assistance funds and other means of support from the City acknowledge their understanding of fair housing law and affirm their commitment to the law. The City shall proactively provide materials to help with the understanding of and compliance with fair housing law by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar to property owners.	Annual	The City provides an annual grant to a fair housing service provider using its HOME Administrative funds. Project Sentinel, provides comprehensive fair housing services including complaint investigation, community outreach and education to San Mateo County residents. ONGOING.
EQ-1.2- Regional cooperation	The City shall participate with other jurisdictions in San Mateo County to bi-annually update the Analysis of Impediments to Fair Housing in San Mateo County, a report that helps jurisdictions identify impediments to fair housing and develop solutions.	Bi-annual	The City is a member of the 21 Elements Technical Advisory Committee, which is working to address housing shortage and displacement concerns. ONGOING.

<p>EQ-2.1 - Legal counsel and advocacy assistance.</p>	<p>The City shall support non-profits providing legal counseling and advocacy assistance concerning fair housing laws, rights, and remedies to those who believe they have been discriminated against. Persons requesting information or assistance related to housing discrimination are referred to one or more fair housing groups for legal services. Consistent with existing practice, brochures providing information on fair housing and tenants' rights are proactively available at City Hall, public libraries and on the City's website. The brochures are also available at nonprofit organizations serving low income residents. The brochures are available and translated into multiple languages. As funding allows, the City shall provide annual funding assistance to organizations that provide fair housing, tenant/landlord, and habitability counseling and other general housing assistance.</p>	<p>Annual</p>	<p>The City provides an annual grant to a fair housing service provider using its HOME Administrative funds.</p> <p>The Legal Aid Society of San Mateo County provides free civil legal advice, counsel, and representation to low-income San Mateo County residents. ONGOING.</p>
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<p>EQ-3.1 - Provide renter education and assistance.</p>	<p>Continue to connect low-income residents to city, county, state, and non-profit resources that provide technical, legal, and financial assistance for renters facing eviction in multiple languages. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to tenants.</p>	<p>2031</p>	<p>Information on renter assistance, including financial and legal services, is provided on the City's Housing Division webpage. ONGOING.</p>
<p>EQ-3.2 - Conduct a public hearing to consider an anti-displacement plan.</p>	<p>Conduct a public hearing to understand options for an anti-displacement plan to halt displacement in the city, particularly in Downtown, Sign Hill, El Camino, and Sunshine Gardens, and establish policies and objectives, as appropriate, which may include a rent stabilization policy, just cause-eviction and harassment protections, tenant and landlord mediation programs, right of first refusal, rental assistance, tenant legal counseling, and a rent board to implement the program. As policies are developed and /adopted, develop objectives by which to measure the success of each program area based on best practices and professional guidance</p>	<p>2025</p>	<p>The City has entered into a consulting contract with HR&A to lead a two-year anti-displacement planning process. It will include a community advisory committee and multiple community engagement sessions, culminating in a public hearing for consideration by the City Council. PENDING.</p>

<p>EQ-3.3 - Create a rental task force.</p>	<p>The task force will bring together South San Francisco renters, housing advocates, landlords, and property owners' representatives to discuss renter protection alternatives and recommend specific measures to the South San Francisco City Council. These measures shall be designed to reduce displacement of residents and create additional certainty for both landlords and tenants. The Task Force will discuss, examine, and make recommendations to the City Council regarding the following renter protection policies:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Rental Registry operational guidelines and implementation details. <input type="checkbox"/> Rental Housing Mediation Program guidelines. <input type="checkbox"/> Rental Assistance programs, especially to households unserved by current programs. 	<p>2025</p>	<p>The City has entered into a consulting contract with HR&A to lead a two-year anti-displacement planning process. It will include a community advisory committee and multiple community engagement sessions, culminating in a public hearing for consideration by the City Council. PENDING.</p>
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<p>EQ-3.4 - Evaluate and, if directed under EQ-3.2, develop a local just cause for eviction ordinance to go above California's Tenant Protection Act (TPA), the state's just cause for eviction law adopted in 2019.</p>	<p>The State law explicitly authorizes cities to pass stronger local ordinances, because the state legislature intended the state law to be a floor, not a ceiling, on tenant protections. As part of developing the local ordinance, the City will:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evaluate exclusions to the state law; <input type="checkbox"/> Seek to regulate existing loopholes related to substantial remodels, bad faith Ellis Act evictions, and owner move-in evictions; <input type="checkbox"/> Evaluate relocation payment requirements; <input type="checkbox"/> Provide transparency in local procedures; and <input type="checkbox"/> Provide tenants with recourse for violations of the law. 	<p>2024</p>	<p>Pending the results of the anti-displacement road map prepared by HR&A (see EQ-3.2 above). Any ordinance action is likely to proceed in 2025. PENDING.</p>
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<p>EQ-4.1 - Provide resident housing rights education.</p>	<p>Provide education, outreach, and referral services for residents regarding their rights as tenants and buyers. The City utilizes CDBG funds to support Project Sentinel, a local fair housing nonprofit, to provide counseling, dispute resolution, and other services to residents. Project Sentinel assists both renters and homeowners with issues related to discrimination, landlord issues, housing privacy, reverse mortgages, eviction, foreclosure, and numerous other housing issues. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to tenants.</p>	<p>Annual</p>	<p>Information for tenant and owner assistance programs and services is provided on the City's Housing Division website. ONGOING.</p>
<p>EQ-4.2 - Provide landlord housing rights education.</p>	<p>Provide education and outreach to landlords, property managers, real estate agents, and others on their obligations as they make or manage properties available for housing.</p>	<p>Annual</p>	<p>Information on landlord assistance programs and services is provided on the City's Housing Division website. ONGOING.</p>
<p>EQ-5.1 - Conduct a robust evaluation of the inclusionary housing program.</p>	<p>Evaluate the effectiveness of delivering units for residents with the greatest housing needs (e.g., single parent families, child-friendly housing, accessible/visitable units for persons with disabilities) and make modifications as appropriate.</p>	<p>Bi-annual</p>	<p>This process will commence in 2025. PENDING.</p>

<p>EQ-5.2 - Participate in a regional down payment assistance program to support Missing Middle housing demand.</p>	<p>Include affirmative marketing to households with disproportionate housing needs including Hispanic households, persons with disabilities, and single parents (e.g., Spanish and English, targeted to neighborhoods west of Highway 101).</p>	<p>2029</p>	<p>The City currently participates in the San Mateo County HEART program, which is pursuing a first-time homebuyer down payment program. ONGOING.</p>
<p>EQ-5.3 - Increase employment rate for all populations with focus on persons with disabilities.</p>	<p>Work with area employers and interested jurisdictions to develop a coordinated apprenticeship program to increase the employment rate of all underemployed persons with a focus on persons with disabilities. This program will expand upon existing programs provided at the City's Economic Advancement Center (EAC) which is a collaboration between the City, San Mateo County, and local nonprofits JobTrain and the Renaissance Entrepreneurship Center. JobTrain assists clients with career training, connections to employers, and preparation to join growing fields and industries. Renaissance works with new and wouldbe entrepreneurs to translate their skills and vision into a successful business.</p>	<p>2025</p>	<p>The City continues to support the Economic Advancement Center (EAC) and maintain a working partnership with JobTrain and Renaissance Entrepreneurship Center to assist clients with their career goals. ONGOING.</p>

<p>EQ-6.1 - Increase affordable units.</p>	<p>Increase the number of affordable rental and homeownership units in moderate and higher resource areas of South San Francisco through targeted redevelopment and gentle infill. Prioritize the development of jurisdiction owned assets for 100% affordable housing development partnership or jurisdiction-led project and following the Surplus Lands Act. The City shall proactively provide promotional materials on development opportunities by referring to these posted documents on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list to potential development partners.</p>	<p>2031</p>	<p>All new residential development projects are subject to the City's Inclusionary Housing Ordinance, which sets a requirement for affordable housing units within each development. Incentives such as development waivers through the State Density Bonus Law are promoted by staff to increase the number of affordable units in a project.]</p> <p>The Planning Division is currently reviewing a handful of residential projects that will include affordable units to comply with the City's Inclusionary Housing Ordinance and State Density Bonus Law. Two of those projects are 100% affordable.</p>
<p>EQ-6.2 - Incentivize accessibility development.</p>	<p>Incentivize developers through direct subsidies from commercial linkage fees to increase accessibility unit requirements beyond the federal requirement of 5% for subsidized developments. This program links to EQ-6.3, which requires the City to develop an affordable housing fund policy.</p>	<p>Annual</p>	<p>No action has been taken at this time. PENDING.</p>
<p>EQ-6.3 - Affordable housing fund policy.</p>	<p>The City anticipates significant income from its Commercial Linkage Fee over the next five years. City staff will conduct a hearing with the City Council to prioritize these funds and their potential use for the development of new affordable housing once enough funds are received.</p>	<p>2024</p>	<p>Projections were optimistic at the time of this program writing - with commercial development on pause in the City, far less impact fee revenue has been paid. Council will likely consider an affordable housing trust fund strategy in 2025. PENDING.</p>

<p>EQ-7.1 - Prioritize Capital Improvement Program for vulnerable populations.</p>	<p>Prioritize City capital improvement investments to address the challenges of Orange Park neighborhood, which is disproportionately occupied by Hispanic residents, persons with disabilities, and single female parent households. Improve landscaping and tree cover and parks, reduce pollutants, and create more walkability and pedestrian safety. Work with City's CDBG fund recipients, Rebuilding Together Peninsula and Center for Independence of Individuals with Disabilities, to advertise programs to homeowners in the Orange Park neighborhood, including Spanish-language outreach. Additionally, prioritize an AFFH analysis or similar equity analysis for each capital improvement project to ensure vulnerable populations are supported.</p>	<p>Annual</p>	<p>The Engineering Division continues to manage and administer the Capital Improvement Program (CIP) budget to upgrade essential infrastructure throughout the City.</p> <p>CIP funds have recently been used for several projects at Orange Memorial Park, including a sports field with lighting, aquatic center, and stormwater retention. ONGOING.</p>
<p>EQ-7.2 - Fund home repair for low-income property owners and tenants.</p>	<p>Continue to fund minor home repairs and implement a preference for projects in low opportunity census tracts identified in the AFFH analysis. Expand the program to assist renters. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners and tenants.</p>	<p>Annual</p>	<p>Minor Home Repair Programs Center for Independence of Individuals with Disabilities (CID): The City used CDBG funds to support CID Housing Accessibility Modification (HAM) Program which provides accessibility modifications.</p> <p>Rebuilding Together Peninsula (RTP): The City used CDBG funds to support two RTP programs, National Rebuilding Day and Safe at Home. ONGOING.</p>

<p>EQ-8.1 - Create Preservation Plan.</p>	<p>Begin a plan to preserve the City's deed restricted affordable units with restrictions that will expire in the next 5-10 years and develop a plan for preservation of the units to keep them affordable long term. Prevent low-income residents from displacement or housing-cost burden due to expiration of covenants. This will include proposing the use of Commercial Linkage Fees to work with affordable housing developers to acquire properties and keep deed restrictions for the long-term.</p>	<p>2025</p>	<p>The City has partnered with The Partnership for the Bay's Future Fellowship, who is leading adoption of an ordinance to preserve SROs and mobile home parks. Separately, the Housing Division is working on an acquisition strategy for at-risk affordable units.</p> <p>Additionally, the City has entered into a consulting contract with HR&A to lead a two-year anti-displacement planning process. It will include a community advisory committee and multiple community engagement sessions, culminating in a public hearing for consideration by the City Council. PENDING.</p>
<p>EQ-8.2 - Provide fair housing training.</p>	<p>Partner with local fair housing organizations to perform fair housing training for landlords and tenants, in addition to enforcing fair housing laws, with a focus on disability violations.</p>	<p>Bi-annual</p>	<p>This process will commence in 2025. PENDING.</p>

<p>EQ-8.3 - Ensure accessibility requirements.</p>	<p>When residential buildings are inspected for occupancy, check for posters that explain the right to request reasonable accommodations for persons with disabilities. Make this information available and clearly transparent on the City's website and fund landlord training and outreach on reasonable accommodations. Additionally, Chapter 20.510 provides the Waiver and Modifications process to establish an alternate means of granting relief from the requirements of the Zoning Ordinance when so doing would be consistent with the purposes of the Zoning Ordinance and it is not possible or practical to approve a variance. This procedure is intended, but is not limited to facilitating compliance with the Federal Fair Housing Act, the Americans with Disabilities Act, and the California Fair Employment and Housing Act by providing reasonable accommodation to persons with disabilities seeking fair access to housing through modification of the application of the City's zoning regulations. Update Chapter 20.510 with the HCD model ordinance provided at t.ly/dYdaJ to ensure compliance with Reasonable Accommodation requirements.</p>	<p>2026</p>	<p>Proposed Zoning Text Amendment currently underway that will update Chapter 20.510 with the HCD model ordinance. PENDING.</p>
<p>EQ-8.4 - Continue the Guaranteed Basic Income Pilot Program.</p>	<p>As grant funding or City funds permit, continue the operation of the Guaranteed Basic Income Pilot Program to support South San Francisco families in poverty to secure housing and economic stability.</p>	<p>Annual</p>	<p>This program is currently complete, and a future expansion would be pending available funds. Current economic conditions suggest this would not restart before 2025. PENDING</p>

<p>EQ-8.5 - Continue the Rental Assistance Pilot Program.</p>	<p>As grant funding or City funds permit, continue the operation of the Rental Assistance Pilot Program to provide short-term and mid-term support for South San Francisco families in poverty to prevent displacement.</p>	<p>Annual</p>	<p>This program is currently complete, and a future expansion would be pending available funds. Current economic conditions suggest this would not restart before 2025. PENDING</p>
<p>CRT-1.1 - Vacant land inventory.</p>	<p>The City shall periodically update its inventory of vacant parcels identified in this Housing Element. The City shall also conduct a periodic review of the composition of the housing stock, the types of dwelling units under construction or expected to be constructed during the following year, and the anticipated mix, based on development proposals approved or under review by the City, of the housing to be developed during the remainder of the period covered by the Housing Element. This analysis will be compared to the City's remaining 2023-2031 Regional Housing Needs Allocation (RHNA) to determine if any changes in land use policy are warranted.</p>	<p>Annual</p>	<p>The Planning Division has not yet completed a Vacant Land Inventory, as we've been focused on adopting the Housing Element and guiding residential development to opportunity sites. PENDING.</p>
<p>CRT-2.1 - Implement Inclusionary Housing Ordinance.</p>	<p>The City shall continue to implement the Inclusionary Housing Ordinance, in accordance with State law, requiring new rental and for sale residential development over four units to provide a minimum of 15% low- and moderate-income housing.</p>	<p>2031</p>	<p>All new residential development projects are reviewed for compliance with the Inclusionary Housing Ordinance during the entitlement process. Affordable Housing Agreements are executed and recorded with the County Assessor after entitlement approval and prior to issuance of any building permits. ONGOING.</p>

<p>CRT-2.2 - Regularly review Inclusionary Housing Ordinance.</p>	<p>The City shall review the success of the Inclusionary Housing Ordinance, not more frequently than bi-annually, to determine if the objectives of the ordinance are being met. Consideration shall be made to revising provisions of the ordinance to ensure that a range of housing opportunities for all identifiable economic segments of the population, including households of low and moderate incomes, and those persons with developmental disabilities, are provided.</p>	<p>Bi-annual</p>	<p>This process will commence in 2025. Current market conditions suggest the Inclusionary Housing Ordinance is market feasible. PENDING.</p>
<p>CRT-3.1 - Review Commercial and Housing Linkage fee.</p>	<p>The City shall continue to implement the Commercial and Housing Linkage Fee, reviewing not more frequently than bi-annually, to determine if the fee is appropriate and keeping pace with affordable housing production needs.</p>	<p>Annual</p>	<p>The City has partnered with Strategic Economics to evaluate the commercial linkage fee. The process should be completed by the end of 2024. PENDING.</p>
<p>CRT-4.1 - Site acquisition for affordable housing.</p>	<p>The City shall work with for-profit and nonprofit housing developers to acquire sites that are either vacant or developed with underutilized, blighted, and/or nonconforming uses for the development of affordable housing. Annually, the City will meet with developers to discuss and identify development opportunities, and potential funding sources, potential impact fee waiver or funding contributions by the City, and attend residential and commercial broker conferences to identify opportunities.</p>	<p>Annual</p>	<p>During these uncertain economic times, the City is actively discussion acquisition opportunities with long time property owners seeking a sale. This includes multiple buildings with existing residential units that could be preserved, shared with a non profit operator, or land banked for future housing construction. The City Council is actively considering this opportunities with staff through the closed session process on real estate transactions. ONGOING.</p>

<p>CRT-4.2 - Support and pursue funding applications for affordable housing.</p>	<p>Consistent with existing practice, the City shall continue to support funding applications for federal and state funds to promote the development of affordable housing.</p>	<p>Annual</p>	<p>The City is partnering with Bridge Housing to secure State and Regional financing to develop 160 fully-affordable units at the former PUC property on Mission Street. ONGOING.</p>
<p>CRT-4.3 - Allow waivers or deferrals of planning, building and impact fees for affordable housing under State Density Bonus Law.</p>	<p>The City shall continue to consider the waiver of application and development fees for affordable housing development in order to support the financial viability of affordable housing development, as applicable. Waiver of such fees will be on a case-by-case basis at the City Council's discretion and will only be considered if a project meeting the City's inclusionary housing ordinance shows that without fee waivers the project is infeasible. This program must balance the goal of affordable housing production with the need to collect fee revenues to support impacts on local infrastructure. City shall conduct a public hearing to discuss fee waiver policy related to affordable housing development and render a decision consistent with State Density Bonus Law.</p>	<p>2025</p>	<p>The City continues to review incentive/concession requests under the State Density Bonus Law for residential projects on an individual basis. An evaluation of a more universal policy/process will commence in 2025. PENDING.</p>
<p>CRT-4.4 - Review new development requirements for condominiums, SSFMC 19.36.</p>	<p>The City shall review SSFMC 19.36, which requires a minimum of five units to construct new condominiums, to look at the possibility of reducing unit requirements with the intent of promoting home ownership.</p>	<p>2031</p>	<p>No action has been taken at this time. PENDING.</p>

CRT-4.5 - Implement the State Density Bonus Law.	The City shall continue to implement the State Density Bonus Law and its applicability to qualifying projects requesting a concession and/or waiver of development standards. The City commits to reviewing and amending the City's current density bonus ordinance for compliance with current state law and monitor compliance and update as necessary per HCD request.	2031	All new residential development projects are reviewed against the State Density Bonus Law to determine qualification. Qualifying projects are processed in accordance with both the City's ordinance and State requirements. ONGOING.
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<p>CRT-4.6 - City led development of new mixed-income affordable housing.</p>	<p>The City shall pursue site acquisition and/or development of parcels to construct a goal of at least 300 units of mixed-income affordable housing for very-low, low-, and moderate-income housing. The City has traditionally undertaken this work via providing land and/or loan funds to affordable housing developers when land or funds are available. With the implementation of the City's Commercial Linkage Fee in 2019 this RHNA Cycle provides the City a dedicated income stream to proactively develop new affordable units. Staff are committed to spending some of the anticipated fees on both land acquisition and financial support to nonprofit affordable housing developers. Additionally, South San Francisco approved a November 2022 ballot to authorize the City to acquire/develop, own, and operate the equivalent of 1% of the existing housing stock per year for the next 10 years. This allows the City to produce approximately 225 units in the first year, with modest increases in following years based on the current total number of housing units. Staff will work with Council to determine if and how they would like to utilize the authority. While Commercial Linkage</p>	<p>2025</p>	<p>No action has been taken at this time. PENDING.</p>
<p>CRT-4.7 - Encourage local labor.</p>	<p>Encourage developers and contractors to evaluate hiring local labor, hiring from or contributing to apprenticeship programs, increasing resources for labor compliance, and providing living wages.</p>	<p>Annual</p>	<p>The City is currently working on a Wage Theft Ordinance that will be considered by Council no later than the end of 2024. PENDING.</p>

<p>CRT-5.1 - Implement Grand Boulevard Initiative policies.</p>	<p>Continue to support the guiding principles of the Grand Boulevard Initiative, which encourages the provision of medium- and high-density housing along El Camino Real in Peninsula communities, to create an environment that is supportive of transit, walkable, and mixed-use. The City shall reference this policy direction when considering future land use and zoning changes along El Camino Real and assess the opportunity for housing development along this key corridor as development proposals arise.</p>	<p>2031</p>	<p>The City continues to support the Grand Boulevard Initiative by providing senior level planning staff at all meetings. The adopted El Camino Real/Chestnut Area Plan, as well as the zoning update adopted in 2010, implement the guiding principles of the Grand Boulevard Initiative.</p> <p>The City has completed master planning for a new community civic center within the El Camino Real/Chestnut Area Plan that will foster new private housing development in the surrounding plan area. Additionally, the City has entitled 800 units adjacent to SSF BART, ECR and the Centennial Trail as a multi-modal mixed used development that will conform to the Grand Boulevard Initiative policies. Finally, the Engineering Divison is managing a Grand Boulevard Improvement Project for a portion of El Camino Real between Chestnut Avenue and Hickey Boulevard that will implement the vision of the initiative. COMPLETE</p>
<p>CRT-5.2 - Compliance with AB-2339 to allow by-right Emergency Shelters.</p>	<p>In addition to the Mixed Industrial zone, the City will add a zoning district where residential uses are permitted to permit emergency shelters by-right (without discretionary action) (e.g., T5 Corridor Zoning District (T5L) or similar). Zoning and permit procedures will be amended to meet all requirements pursuant to AB 2339, including amending the definition of emergency shelters, establishing or revising development standards if necessary and ensuring sufficient and suitable capacity to meet the need for emergency shelters, including proximity to services.</p>	<p>2024</p>	<p>Proposed Zoning Text Amendment currently underway that will incorporate an amended definition of "emergency shelter" and update the zoning districts where such use shall be permitted by-right. PENDING.</p>

<p>CRT-6.1 - Continue to support the development of secondary dwelling units consistent with State Law and educate the community about these standards.</p>	<p>City will continue to allow permissive design standards for ADUs with no parking required in most instances, reduced setbacks, larger units and ADUs allowed on both single- and multi-family zoned parcels. Actively promote participation in the City's two-year pilot program Hello ADU for comprehensive project management support for ADU construction. City shall track compliance with ADU construction through the Annual Progress Report to reconcile trends with actual ADU permits issued and commit to new ADU promotion programs if ADU construction falls more than 30% off-trend.</p>	<p>Annual</p>	<p>Handouts are provided at the Permit Center Counter and information is available on the City's ADU webpage. In addition, staff explores ADU options during counter discussions and during building permit plan checks.</p> <p>Additionally, changes at the State level to encourage the production of ADUs led the City to modify the current zoning regulations to be more permissive. No parking, reduced setbacks, larger units, and units with multiple bedrooms are now permitted with approval of a Building Division permit only.</p> <p>ADU permits issued for 2023 are not more than 30% off-trend. ONGOING.</p>
<p>CRT-6.2 - Continue to implement SB 9 units and subdivision allowances.</p>	<p>SB 9 requires cities and counties to ministerially allow, in singlefamily zoning districts, either or both of the following: A housing development of no more than two units at least up to 800 square feet each; and/or The subdivision of a parcel to create two approximately equal parcels (i.e., 40/60 or 50/50 split) with a minimum lot size of 1,200 sf for each new lot.</p>	<p>2031</p>	<p>Handouts for SB9 are provided at the Permit Center Counter and available online on the City's Planning Division webpage. SB9 units are permitted with approval of a Building Division permit only, and SB9 lot splits are handled administratively by the Engineering Division. ONGOING.</p>

<p>CRT-7.1 - Coordinate with SSFUSD regarding housing on closed school sites.</p>	<p>Work with the South San Francisco Unified School District (SSFUSD) to evaluate the potential of developing housing and community services, such as childcare, on closed school sites, including the former Foxridge school site. These sites are at discretion of SSFUSD only, but City will assist if requested and support the effort. None of these sites are included in the inventory of opportunity sites identified to meet and surpass RHNA requirements for South San Francisco.</p>	<p>Annual</p>	<p>The City continues to engage on unused school sites during quarterly engagements with SSFUSD. ONGOING.</p>
<p>CRT-7.2 - Allow housing on sites with institutional uses.</p>	<p>Revise the Zoning Ordinance to allow housing development on sites used for institutional purposes, such as educational facilities and churches. Allow a minimum density of 30 du/ac to meet HCD guidelines for low-income housing feasibility.</p>	<p>2025</p>	<p>This process will commence in 2025. PENDING.</p>
<p>CRT-7.3 - Develop workforce housing program.</p>	<p>Link employment growth with residential development through partnerships with large employers by using density bonuses, height bonuses, transfer of development rights, and other similar incentives to create workforce housing.</p>	<p>2025</p>	<p>This process will commence in 2025. PENDING.</p>
<p>CRT-8.1 - Facilitate live/work housing in Lindenville.</p>	<p>Provide opportunities for live/work options to support a creative economy and meet the changing needs of workspaces. Focus on the Lindenville Area in particular as a location for live/work opportunities.</p>	<p>2023</p>	<p>The Lindenville Specific Plan was adopted by the City in September 2023 and incorporated live/work as a permitted use and allowed building type. COMPLETED.</p>
<p>CRT-8.2 - Adopt updated Zoning Ordinance as companion to General Plan 2040.</p>	<p>Adopt companion zoning to implement the General Plan 2040 Update and implement up zoning to create and facilitate new housing and opportunity sites.</p>	<p>2023</p>	<p>A new Zoning Code to accompany the General Plan 2040 Update was adopted in October 2022. New housing sites were created in the Lindenville and South of Airport areas by allowing residential use as a permitted use. COMPLETED.</p>

<p>CRT-8.3 - Explore feasibility of veterans housing.</p>	<p>Study the need for a veterans housing and veterans' services development. If sufficient population density exists to warrant a standalone project, explore financial feasibility of development.</p>	<p>2027</p>	<p>No action has been taken at this time. PENDING.</p>
<p>CRT-9.1 - Create affordable housing overlay zone.</p>	<p>Implement an affordable housing overlay zone consistent with AB 2011 and SB 6 that permits 100% affordable housing developments in as many appropriate zoning districts as possible. Additionally, and separately, explore provisions for a City-led affordable housing overlay zone that requires less than 100% of units at affordable income levels to ensure feasible opportunities.</p>	<p>2024</p>	<p>Proposed Zoning Text Amendment currently underway that will incorporate AB2011 and SB6 units as allowed by-right in appropriate zoning districts. Affordable housing overlay zone to be evaluated in the future. PENDING.</p>
<p>CRT-9.2 - Preserve naturally-occurring affordable housing.</p>	<p>Study and implement programming and regulations to encourage preservation and upkeep of existing naturally-occurring affordable housing (NOAH), such as rental protections for residents in NOAH units.</p>	<p>2024</p>	<p>The City has entered into a consulting contract with HR&A to lead a two-year anti-displacement planning process. It will include a community advisory committee and multiple community engagement sessions, culminating in a public hearing for consideration by the City Council. PENDING.</p>
<p>CRT-9.3 - Explore shared equity homeownership models.</p>	<p>Explore expanded use of shared equity homeownership models, including a community land trust, to increase home ownership and how to implement these models.</p>	<p>2031</p>	<p>No action has been taken at this time. PENDING.</p>

<p>CRT-9.4 - Explore adoption of a Community Opportunity to Purchase Act Policy.</p>	<p>Explore feasibility of a Community Opportunity to Purchase Act (COPA) in the city, including study of existing rental housing stock, coordination with nonprofit partners who may be interested in acquisitions, study of best practices, and development of policy. A COPA policy could provide a requirement that multi-family residential property owners who are looking to sell be required to notify the City and/or qualified nonprofits of their intention to sell and provide a timeframe for either to make a purchase offer. Acquired units would become deed restricted affordable housing in perpetuity.</p>	<p>2023</p>	<p>The City has entered into a consulting contract with HR&A to lead a two-year anti-displacement planning process. It will include a community advisory committee and multiple community engagement sessions, culminating in a public hearing for consideration by the City Council. PENDING.</p>
<p>CRT-10.1 - Maintain and update preapproved accessory dwelling unit (ADU) plans.</p>	<p>Preapprove additional ADU plans from ADU vendors to expedite ADU permit processing if State law changes and current plan designs need adjustment. The City shall proactively provide educational materials by referring to these posted documents on the Planning Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>2031</p>	<p>The City has partnered with San Mateo County HEART and pre-approved four plans for green, all-electric detached ADUs. The City's ADU webpage includes information on the pre-approved designs, as well as a direct link to the HEART website to download the designs. The City will continue to work with HEART and other ADU vendors to encourage the pre-approval of more ADU plan options. ONGOING.</p>

<p>CRT-10.2 - Continue ADU construction management program with Hello Housing or similar, to promote privately funded ADU construction.</p>	<p>Continue operation of construction management program for ADU design, permitting and construction through Genentech grant of One Million dollars. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>2031</p>	<p>The City's HelloADU Program offers support with designing, constructing, and renting out an ADU at no cost to SSF homeowners. Information on the program is available on the City's ADU webpage, including handouts, application forms, and direct contacts to the HelloADU Team. ONGOING.</p>
<p>CRT-11.1 - Connect residents to mortgage assistance resources.</p>	<p>Provide mortgage assistance to help low income homeowners at risk of foreclosure with financial or counseling support. Provide residents with resources and connections to HEART of San Mateo County, a countywide homeowner assistance program, and other non-profit homeowner assistance programs. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>2031</p>	<p>Information on the Homeownership Preservation Foundation, which provides free foreclosure assistance and housing counseling services, is provided on the City's Housing Division webpage.</p>
<p>CRT-12.1 - Encourage resident controlled limited-equity housing.</p>	<p>Conduct a consultant led analysis of limited-equity tools that can be considered for adoption into the inclusionary housing regulations of the Zoning Ordinance.</p>	<p>2025</p>	<p>No action has been taken at this time. PENDING.</p>

<p>CST-1.1 - Expedite permit review.</p>	<p>To support affordable and market rate housing construction, the City shall work with property owners, project sponsors, and developers to expedite the permit review process; promote housing design and projects that meet the goals, objectives and policies of this Housing Element; provide timely assistance and advice on permits, fees, environmental review requirements, and affordable housing agreements to avoid costly delays in project approval. The updated General Plan and companion zoning allow most multi-family projects to be reviewed against objective standards only and approved by Planning Commission only. Reviews will be consistent with adopted AB 2234, effective January 1, 2023.</p>	<p>2031</p>	<p>The City continues to provide prompt customer service, and use project planner liaisons for large developments, to facilitate expedited entitlement review and processing.</p> <p>The One Stop Permit center provides accessible services by Planning, Building and Public Works in one building. The One Stop Permit Center hours are from 8am-4pm. Permit processing is efficient and timely, with accessible staff. The City's Planning Commission meets twice a month and the Design Review Board meets once a month to ensure the timely processing of applications. ONGOING.</p>
<p>CST-2.1 - Ensure development review coordination among departments.</p>	<p>Early in the development application process, the Planning Division shall work with the applicant and consult with other departments and divisions to ensure that necessary infrastructure is planned or is in place to support the proposed project.</p>	<p>2031</p>	<p>The Community Development Department relies on a Technical Advisory Group and pre-submittal meetings with potential applicants to ensure a smooth application process. Representatives from Public Works, Fire Safety, Police, Water Quality and Building ensure that adequate infrastructure is planned or available to support the proposed project. Additionally, applicants of large development projects are invited to attend the Technical Advisory Group meetings to present their pre-development projects and discuss any questions or concerns with City staff. ONGOING.</p>
<p>CST-3.1 - Ensure zoning consistency with all State laws.</p>	<p>Update the Zoning Ordinance to reflect recent State Law changes to permit Accessory Dwelling Unit (ADU) creation and SB 9 units, for instance.</p>	<p>Annual</p>	<p>City staff consult with the City Attorney's Office regarding new housing legislation enacted by the State to implement new requirements and update the Zoning Code to reflect recent changes, as necessary. While Zoning Text Amendments can be timely, staff ensures that handouts for the public, as well as internal procedure, are updated as soon as State law becomes effective. ONGOING.</p>

<p>CST-3.2 - Reduce parking requirement for new housing construction.</p>	<p>Update the Zoning Ordinance to eliminate minimums for residential and non-residential development adjacent to transit corridors and create parking maximums consistent with the General Plan Update.</p>	<p>Annual</p>	<p>A new Zoning Code to accompany the General Plan 2040 Update was adopted in October 2022. Parking minimums for all development types adjacent to transit corridors were eliminated and parking maximums for such developments were implemented. COMPLETED.</p>
<p>CST-3.3 - Revise Zoning Definition for Domestic Violence Shelter.</p>	<p>Revise Zoning Definition for Domestic Violence Shelter to match the requirements of a Low Barrier Navigation Center under CA Government Code Section 65660 and 65662, including by-right zoning (without discretionary action) provisions, as applicable, in mixed use and non-residential zones permitting multifamily uses and meeting specific requirements pursuant to Government Code section 65652.</p>	<p>2024</p>	<p>Proposed Zoning Text Amendment currently underway that will incorporate "low barrier navigation center" as a new use classification, allowed by-right in mixed use and non-residential zones permitting multifamily uses. PENDING.</p>
<p>CST-4.1 - Implement adopted objective design standards.</p>	<p>Implement the updated Zoning Ordinance with objective standards for single-family and multi-family residential development as projects are submitted. Implementation shall include review of each project under Section 20.480.006.</p>	<p>2031</p>	<p>All residential development projects are reviewed against the objective design standards for single-family and multi-family developments, as applicable, when submitted as a preliminary review application and/or official application for a Planning entitlement and/or Building Division permit, as applicable. ONGOING.</p>
<p>CST-4.2 - Update Design Review Criteria to reflect objective design standards.</p>	<p>With the recent updated Zoning Ordinance with objective standards for single-family and multi-family residential development, additional reference updates are necessary to ensure residential projects are reviewed under objective design standards only. Section 20.480.006 shall be updated to refer to adopted objective design standards only.</p>	<p>2024</p>	<p>Proposed Zoning Text Amendment currently underway that will update Section 20.480.006 to refer to adopted objective design standards only. PENDING.</p>

<p>CST-5.1 - Permanent Supportive Housing.</p>	<p>Group home housing is currently permitted in multiple residential only zoning districts with approval of a minor use permit to support the availability of housing choices for persons with special needs. Under HCD best practice guidance, however, requiring these housing types to obtain a special use or CUP could potentially subject housing for special needs populations to higher discretionary exceptions processes and standards where an applicant must, for example, demonstrate compatibility with the neighborhood, unlike other residential uses. Update Zoning Ordinance to allow by-right in residential zoning districts.</p>	<p>2023</p>	<p>Proposed Zoning Text Amendment currently underway that will allow group home housing by-right in residential zoning districts. PENDING.</p>
<p>CST-5.2 - Compliance with AB-2339 to allow by-right Emergency Shelters.</p>	<p>Previously, the City identified the Mixed Industrial (MI) district as a zone in the city where an emergency shelter would be permitted as an allowed use, subject only to the same development standards applicable to other uses in the zone. Zoning development standards in the General Plan Update and companion zoning, however, seem to have failed to properly transfer Emergency Shelter as a permitted use in any of the zoning districts, particularly the Mixed Industrial Zoning District where it was previously a permitted by-right use. This was an oversight. Consistent with SB-2339, the City is also adding an additional zoning district where residential uses are permitted by-right and has identified the T5 Corridor Zoning District (T5L).</p>	<p>2026</p>	<p>Proposed Zoning Text Amendment underway to amend the zoning districts where emergency shelters are permitted by-right. PENDING.</p>

<p>PRSV-1.1 - Minor home repair.</p>	<p>The City will provide a portion of CDBG funds to non-profit organizations providing free minor home repairs to assist extremely low- to low-income homeowners to bring houses into a good state of repair and maintain them as viable units in the local housing stock. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>Annual</p>	<p>Minor Home Repair Programs Center for Independence of Individuals with Disabilities (CID): The City used CDBG funds to support CID Housing Accessibility Modification (HAM) Program which provides accessibility modifications.</p> <p>Rebuilding Together Peninsula (RTP): The City used CDBG funds to support two RTP programs, National Rebuilding Day and Safe at Home. ONGOING.</p>
<p>PRSV-1.2 - Prioritize funding for housing rehabilitation.</p>	<p>The City shall continue to give housing rehabilitation efforts high priority in the use of Community Development Block Grant (CDBG) funds. Funds shall be targeted towards older housing stock and to families earning less than 80% of AMI. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>Annual</p>	<p>Minor Home Repair Programs Center for Independence of Individuals with Disabilities (CID): The City used CDBG funds to support CID Housing Accessibility Modification (HAM) Program which provides accessibility modifications.</p> <p>Rebuilding Together Peninsula (RTP): The City used CDBG funds to support two RTP programs, National Rebuilding Day and Safe at Home. ONGOING.</p>

<p>PRSV-1.3 - Provide low interest loans for housing rehabilitation.</p>	<p>The City shall provide low-interest loans for rehabilitation of single-family and multi-family housing by supporting the City's Housing Rehabilitation Program with continued CDBG funding. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>Annual</p>	<p>No action has been taken at this time. PENDING.</p>
<p>PRSV-2.1 - Enforce housing, building and safety codes.</p>	<p>The City shall continue to aggressively enforce uniform housing, building, and safety codes as well as eliminate incompatible uses or blighting influences from residential neighborhoods through targeted code enforcement and other available regulatory measures.</p>	<p>2031</p>	<p>The City operates a Code Enforcement Division through the Public Works Department. For 2023, there were up to three enforcement officers on staff that enforce housing, building and safety codes. Additionally, Building Division staff enforces these codes when they are out on inspections. Incompatible uses are addressed in zoning code section 20.320. ONGOING.</p>
<p>PRSV-3.1 - Direct CIP funding for infrastructure equitably.</p>	<p>City shall maintain its capital improvement program to upgrade infrastructure in residential neighborhoods and ensure targeted investment in census tracts identified as disadvantaged communities.</p>	<p>2031</p>	<p>The Engineering Division continues to manage and administer the Capital Improvement Program budget to upgrade essential infrastructure throughout the City. ONGOING.</p>
<p>PRSV-4.1 - Support the South San Francisco Housing Authority (PHA) with staff expertise and planning to pursue state and federal grant programs.</p>	<p>The City shall support the South San Francisco PHA by assisting in finding and applying for state and federal grants to update and modernize their public housing units.</p>	<p>Annual</p>	<p>The SSF PHA continues to receive HUD funding support and operates independently of the City; however, the City is coordinating to pursue federal funding sources to improve the public housing. ONGOING</p>

<p>PRSV-5.1 - Monitor at-risk units.</p>	<p>The City shall monitor annually its supply of subsidized affordable housing to know of possible conversions to market rate, including taking the following actions:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Post on City website all existing State and federal notice requirements to nonprofit developers and property owners of at-risk housing. <input type="checkbox"/> Respond to any federal and/or State notices including Notice of Intent to Pre-Pay, owner Plans of Action, or Opt-Out Notices filed on local projects. <input type="checkbox"/> The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners of at-risk units and existing tenants. 	<p>Annual</p>	<p>No subsidized units monitored by the City of SSF were at-risk of conversion to market rate in 2023. ONGOING.</p>
<p>PRSV-5.2 - Assist tenants at risk of displacement.</p>	<p>The City shall assist tenants displaced by the conversion of at-risk units by providing information about tenants' rights, providing referrals to relevant social service providers, endeavoring to establish a funding source to assist nonprofit organizations that support tenants, and facilitating other support as appropriate.</p>	<p>Annual</p>	<p>The City has entered into a consulting contract with HR&A to lead a two-year anti-displacement planning process. It will include a community advisory committee and multiple community engagement sessions, culminating in a public hearing for consideration by the City Council. PENDING.</p>
<p>PRSV-6.1 - Update Zoning Code to require no net loss.</p>	<p>The City shall update the Zoning Ordinance to require that there is no net loss in the number of residential units during reconstruction or renovation.</p>	<p>2023</p>	<p>Proposed Zoning Text Amendment currently underway that will require no net loss in the number of residential units during reconstruction or renovation. PENDING.</p>

<p>PRSV-7.1 - Continue working with San Mateo Fall Prevention Task Force.</p>	<p>Continue working with San Mateo Fall Prevention Task Force in creating safer homes for older adults.</p>	<p>2031</p>	<p>Ongoing through the Building Division. ONGOING.</p>
<p>PRSV-7.2 - Establish lead and asbestos removal program.</p>	<p>In cooperation with San Mateo County and other regional agencies, establish a lead-based paint and asbestos removal program for affordable housing units built before 1980. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>2031</p>	<p>No action has been taken at this time. PENDING.</p>
<p>PRSV-7.3 - Expand maintenance and abatement assistance programs for single (including mobile homes) and multi-family properties of low-income households.</p>	<p>Support programs designed to rehabilitate deteriorated units through weatherization, modernization, and elimination of common home pollutants. The City shall proactively provide educational materials by including these on the Housing Division website, distributing at all hosted housing events, and an annual communication via distribution mailing list, water bill, or similar, to property owners.</p>	<p>2031</p>	<p>The City has recently adopted a Green Building Implementation Fee on Building Permits that may be allocated for minor home repair for environmental abatement. The fee needs some time to accumulate, and then a programming plan can be put in place. PENDING.</p>
<p>QOL-1.1 - Administer Minimum Building Security Standards.</p>	<p>The City shall continue to administer Chapter 15.48, Minimum Building Security Standards, of the Municipal Code by continuing to route all new development applications and additions to both the Police and Fire Departments to ensure compliance with the code and to ensure that security measures are considered during the design process.</p>	<p>2031</p>	<p>The Economic and Community Development Department's project review, entitlement, and building permit processes ensure that Chapter 15.48 is administered and applied to all new development applications and additions. ONGOING.</p>

<p>QOL-2.1 - Ensure that applications for new residential land uses proposed within the 65 to 69 or 70 db+ CNEL aircraft noise contour include an acoustical study.</p>	<p>The City shall require that the acoustical study be prepared by a professional acoustic engineer and specify the appropriate noise mitigation features to be included in the design and construction of the new units, to achieve an interior noise level of not more than 45 dB, based on measured aircraft noise events at the land use location. Any project proposed within a 70 dB+ CNEL aircraft noise contour shall also require an override of the SFO Airport Land Use Compatibility Plan.</p>	<p>2031</p>	<p>All new applications for residential development are reviewed for consistency with the SFO Airport Land Use Compatibility Plan (ALUCP) and adopted Municipal Code regulations. New residential projects within the 70+ dB CNEL areas are not currently permitted without an override process by the local agency, and new residential projects within the 65 to 69 dB CNEL noise contours require acoustic studies. ONGOING.</p>
<p>QOL-3.1 - Implement the Active South City Pedestrian and Bicycle Plan.</p>	<p>Require all new development to conform with the recommendations and requirements of the Active South City Pedestrian and Bicycle Plan at time of entitlement or building permit issuance.</p>	<p>2031</p>	<p>All new applications for residential development are reviewed with conformance with the Active South City Bicycle and Pedestrian Plan. ONGOING.</p>
<p>QOL-4.1 - Implement the Active South City Pedestrian and Bicycle Plan.</p>	<p>Require all new development to conform with the recommendations and requirements of the Active South City Pedestrian and Bicycle Plan at time of entitlement or building permit issuance.</p>	<p>2031</p>	<p>All new applications for residential development are reviewed with conformance with the Active South City Bicycle and Pedestrian Plan. ONGOING.</p>
<p>QOL-5.1 - Implement the Zoning Ordinance to require amenity, active, outdoor and flex working spaces in new development.</p>	<p>Require all new development to conform with the requirements of the Zoning Ordinance and objective standards at time of entitlement or building permit issuance.</p>	<p>2031</p>	<p>All new applications for residential development are reviewed for compliance with applicable zoning regulations and standards. ONGOING.</p>
<p>QOL-6.1 - Implement the Zoning Ordinance to require neighborhood Amenity uses in new development.</p>	<p>Require all new development to conform with the requirements of the Zoning Ordinance and objective standards at time of entitlement or building permit issuance.</p>	<p>2031</p>	<p>All new applications for residential development are reviewed for compliance with applicable zoning regulations and standards. ONGOING.</p>

<p>SNP-1.1 - Density bonus for senior housing.</p>	<p>The City shall continue to implement the codified density bonus incentives specifically targeted for senior housing projects and permit reduced parking standards for these projects.</p>	<p>2031</p>	<p>All new residential development projects are reviewed against the State Density Bonus Law to determine qualification. Qualifying projects are processed in accordance with both the City's ordinance and State requirements.</p> <p>The City is currently reviewing two projects that will be 100% affordable senior housing. ONGOING.</p>
<p>SNP-1.2 - Reduced parking requirement for board and care facilities.</p>	<p>Encourage development of residential board and care facilities for seniors by continuing to allow reduced parking requirements consistent with State law for these types of facilities.</p>	<p>2031</p>	<p>The City's parking requirements have been updated to require a parking management and monitoring study for residential care facilities, which helps determine the number of required parking spaces based on actual parking demand for the project. This helps to reduce the number of overall parking spaces by focusing on actual use versus implementing a random ratio. ONGOING</p>
<p>SNP-1.3 - Facilitate multi-generational housing.</p>	<p>Encourage development of housing types that support multi-generational households and opportunities to age in place such as multi-bedroom units, and attached ADUs or Junior ADUs. New housing should include bedrooms at ground level and rehabilitated housing should prioritize low-conflict access to all essential amenities such as bathroom, kitchen and sleeping quarters.</p>	<p>2031</p>	<p>The City issued a total of 44 building permits for ADUs, many of which are intended for use by the property owner to house family members. Additionally, the City processed a few applications for a new single-family residence with a new ADU/JADU to support multi-generational households. ONGOING.</p>
<p>SNP-2.1 - Facilitate housing for all needs.</p>	<p>Encourage development of housing types that support senior, special need or nontraditional households by recommending ADA compliant and flexible floor plans. New housing should include bedrooms at ground level and rehabilitated housing should prioritize low-conflict access to all essential amenities such as bathroom, kitchen and sleeping quarters.</p>	<p>2031</p>	<p>Construction for two senior housing developments was completed in 2023, and the Planning Division is reviewing two new applications for 100% affordable senior housing. ONGOING.</p>

<p>SNP-3.1 - Ensure consistency with State accessibility laws.</p>	<p>The City shall review development plans to ensure consistency with state handicap and accessibility laws and require modifications for accessibility as needed.</p>	<p>2031</p>	<p>During the review of all new development projects and applications for modifications to existing buildings, the Building Division staff plan checks projects to ensure that all State Accessibility Laws are met in accordance with California Building Code Section 1134B. ONGOING.</p>
<p>SNP-3.2 - Promote disabled housing resources and programs.</p>	<p>The City shall ensure that its website and handout materials regarding housing resources, requirements, and services for the disabled are updated/revised annually after each Annual Progress Report filing period (April 1st or beyond) and made available to the public.</p>	<p>2031</p>	<p>The City maintains online resources and materials regarding housing and services for the disabled and has staff in the Economic and Community Development Department who are trained to assist with housing issues. ONGOING.</p>
<p>SNP-4.1 - Accessibility Modification Programs.</p>	<p>The City shall continue to provide annual grant funding to the Center of Independent of Individual with Disabilities (CID). The CID has a Housing Accessibly Modification (HAM) Program that provides financial assistance to people that need to make modifications to their home to allow for disabled access. In addition, in accordance with the Zoning Ordinance, the Chief Planner will continue to grant reasonable accommodations to zoning requirements to allow for accessible residential units or alternative designs to promote accessibility.</p>	<p>Annual</p>	<p>The City provides annual grant funding to the Center of Independent of Individual with Disabilities (CID) who has a Housing Accessibly Modification (HAM) Program that provides financial assistance to people that need to made modifications to their home to allow for disabled access.</p> <p>Additionally, the zoning ordinance includes SSFMC Chapter 20.510, Waivers and Modifications, that provides provisions for reasonable accommodations to ensure equal access to housing by allowing the Chief Planner authority to grant relief from zoning requirements. ONGOING.</p>
<p>SNP-4.2 - Resources for the developmentally disabled.</p>	<p>The City shall annually support the Golden Gate Regional Center with CDBG funding, as available, in its mission to serve those with developmental disabilities, disseminate information about the Center and its services, and make referrals as appropriate.</p>	<p>Annual</p>	<p>The City's Zoning regulations permit Adult Day Care uses in many areas of the City by-right. These uses are typically funded in some part by the Golden Gate Regional Center to serve developmentally disabled infants, children, youth and adults. ONGOING.</p>

SNP-5.1 - Prioritize extremely low-income unit production, when possible.

In publishing requests for competitive proposals for any Cityowned land, land dedicated to affordable housing under the City’s inclusionary ordinance or City housing funds, the City of South San Francisco shall grant additional points to proposals that address the City’s most difficult to achieve housing priorities, by, for example, providing a greater number of extremely low-income units or committing to make a percentage of the units subject to a preference for people with special needs who will benefit from coordinated onsite services, such as people with developmental disabilities who receive services from the Golden Gate Regional Center.

2031

The City has not led any competitive proposals in 2023. ONGOING.

SNP-5.2 - Codify flexibility into the Inclusionary Ordinance.

The City shall revise its Inclusionary Housing Ordinance to be more responsive to local needs by offering, for example only, developers a menu of options for including affordable units, for example, by setting a higher percentage of units if priced for moderate income and a lower percentage of units if priced for extremely low-income, an income group not currently served by the existing ordinance. Such flexibility would address a broader range of South San Francisco housing needs, while giving developers more options for meeting the inclusionary requirement.

Bi-annual

This process will commence in 2025. PENDING.

SNP-5.3 - Local density bonus priorities.

In addition to implementing the California density bonus statute, the City may provide additional local density bonus, incentives, or concessions for housing projects that include a percentage of the units for people at the extremely low-income affordability level and/or target special needs populations, such as people with disabilities who will benefit from coordinated onsite services provided by the Golden Gate Regional Center.

Bi-annual

This process will commence in 2025. PENDING.

SNP-5.4 - Reduce or abolish parking requirements for developmentally disabled populations.

The City of South San Francisco shall encourage the inclusion of people with developmental and other disabilities in affordable housing by recognizing their transit dependence and establishing lower parking ratios for units targeted to people with developmental and other disabilities than would otherwise be required for affordable housing. South San Francisco should revise its ordinances to provide Chief Planner flexibility to limit parking required for affordable units for people with developmental disabilities to 0 spaces for each affordable studio or 1-bedroom unit and 0.5 spaces for an affordable 2-bedroom unit or larger. A similar reduction is recommended for affordable, physically accessible units. Additionally, any residential unit located within 1/2 mile of a transit station or transit corridor is exempt from minimum parking requirements under current zoning and Assembly Bill 2097.

2023

This process will commence in 2025. PENDING.

SNP-5.5 - Create ADU rent restriction incentives.

Subject to funding availability, the City shall devise a program of financing for Accessory Dwelling Units subject to rent restrictions for at least 15 years at extremely low-income rent levels and/or target special needs populations, such as people with disabilities who will benefit from coordinated onsite services provided by the Golden Gate Regional Center.

2026

No action has been taken at this time. PENDING.

SNP-5.6 - Marketing Plan for accessible units.

As a condition of the disposition of any City-owned land, land dedicated to affordable housing under the City's inclusionary ordinance, the award of City financing, any density bonus concessions, or land use exceptions or waivers for any affordable housing project, the City shall require that the housing developer implement an affirmative marketing plan for physically accessible units which, among other measures, provides disability-serving organizations adequate prior notice of the availability of the accessible units and a process for supporting people with qualifying disabilities to apply.

2031

The City has not led disposition of any City-owned land in 2023. ONGOING.

<p>SNP-6.1 - Support a variety of housing unit designs, including larger housing units that can accommodate large families.</p>	<p>The City shall seek to broaden the diversity of its housing stock that is affordable to extremely low-, very-low-, and low-income households to include more units that are suitable to large families. Currently, much of South San Francisco's affordable housing consists of single-room occupancy units and one- and two-bedroom units. The City shall work with housing developers during the entitlement process and encourage them to provide a unit mix with at least 10% of units having three or more bedrooms.</p>	<p>2031</p>	<p>At pre-application meetings staff discusses providing a range of housing sizes with developers during the planning stages of residential development projects prior to the submittal of a formal application. ONGOING.</p>
<p>SNP-7.1 - Support Continuum of Care planning.</p>	<p>The City shall continue to be an active participant in the Continuum of Care planning process and support its efforts to address the needs of South San Francisco residents in need of emergency shelter or temporary housing by attending at least ¾ of all meetings during a calendar year.</p>	<p>Annual</p>	<p>The City continues to provide referrals to families and individuals for social services including case management and referrals for housing and homeless prevention, as appropriate. ONGOING.</p>
<p>SNP-7.2 - Support non-profits that offer housing solutions and services for homeless.</p>	<p>The City shall continue to support with staff expertise and funding, as available, for non-profit organizations that offer solutions to solving homelessness and/or provide housing related services for the homeless or at-risk homeless.</p>	<p>Annual</p>	<p>There is a County run homeless shelter located in the City on North Access Road. The former Redevelopment Agency regularly provided funding to the County for the operation of the shelter. ONGOING.</p>
<p>SNP-7.3 - Facilitate the ongoing operation of 90-bed emergency shelter in South San Francisco.</p>	<p>The City shall continue to support the operation of a 90-bed year-round homeless shelter within the city limits. Support includes providing funding to the Samaritan House and CORA (Communities Overcoming Relationship Abuse), as funds are available.</p>	<p>2031</p>	<p>Funding for homeless services and housing was provided to Samaritan House and CORA (Communities Overcoming Relationship Abuse). ONGOING.</p>

<p>SNP-7.4 - Social services for housing and homeless prevention.</p>	<p>The City shall continue to provide referrals to the YMCA Community Resource Center (San Mateo County Core Services Agency) helping families with social services for housing and homeless prevention.</p>	<p>Annual</p>	<p>The City's Housing Division maintains online and handout resources for residents with housing challenges. ONGOING.</p>
<p>SNP-8.1 - Provide safe restroom facilities.</p>	<p>Provide mobile shower, bathroom, and needle exchange sites and facilities for unhoused residents.</p>	<p>2031</p>	<p>No action has been taken at this time. PENDING.</p>
<p>SNP-8.2 - Implement permanent supportive housing.</p>	<p>Implement the U.S. Department of Housing and Urban Development's Housing First program for permanent supportive housing constructed within the city. California Assembly Bill No. 2162 (AB-2162) was signed by Governor Jerry Brown on September 26, 2018 and will be effective January 1, 2019. AB-2162 applies statewide and requires that supportive housing be a use that is permitted by right in zones where multifamily and mixed-use development is permitted. AB-2162 amends Government Code Section 65583 and adds Code Section 65650 to require local entities to streamline the approval of housing projects containing a minimum amount of Supportive Housing by providing a ministerial approval process, removing the requirement for CEQA analysis and removing the requirement for Conditional Use Authorization or other similar discretionary entitlements granted by the jurisdiction.</p>	<p>2023</p>	<p>Proposed Zoning Text Amendment underway to include "permanent supportive housing" as a new use and amend the zoning districts where such uses are permitted by-right. PENDING.</p>

<p>SNP-8.3 - Provide services for unhoused families.</p>	<p>Work with homeless service providers to prioritize legal help, housing assistance, and other social services for unhoused families in South San Francisco.</p>	<p>2031</p>	<p>The City's Housing Division maintains online and handout resources for residents with housing challenges. ONGOING.</p>
<p>SNP-8.4 - Provide referrals to Veterans who are homeless or at risk of homelessness.</p>	<p>The City shall provide referrals to Veterans and their immediate families that are homeless or at risk of homelessness. Resources for referrals include the Veteran's Administration (VA) National Call Center of Homeless Veterans at 1-877-4AID-VET and to the HUD-VASH program that is a joint effort between the Department of Housing and Urban Development and the VA Supportive Housing (HUD-VASH) Program to move Veterans and their families out of homelessness and into permanent housing through a voucher program that allows homeless Veterans to rent privately owned housing.</p>	<p>2031</p>	<p>Many of these resources are shared with applicable residents through the funded Samaritan House and CORA shelter systems. The City provides an annual grant to a fair housing service provider using its HOME Administrative funds.</p> <p>Project Sentinel, provides comprehensive fair housing services including complaint investigation, community outreach and education to San Mateo County residents. ONGOING.</p>
<p>SNP-8.5 - Partner with the local shelters.</p>	<p>Continue to partner with the local shelter to provide cots for emergency shelter situations, including extreme heat and cold days.</p>	<p>2031</p>	<p>The City has enacted our own emergency operation center (EOC) several times in 2023 for climate-related events, and has provided heating, cooling, and charging centers for residents affected by weather and power outages. ONGOING.</p>

<p>SNP-9.1 - Continue to promote Home Sharing.</p>	<p>The City shall publicize efforts and services of the HIP Home Sharing Program to provide an alternative housing solution for extremely low- and very-low-income individuals and families; female-headed households; those at risk of homelessness; and others in need. The Housing Division will provide proactive information online and in person at hosted events about the HIP program, provide referrals, and support residents of South San Francisco who are interested in participating. Partnership with the Economic Advancement Center (EAC) and core services provider YMCA with resources will further disseminate the Home Sharing program.</p>	<p>Annual</p>	<p>The City's Housing Division maintains online and handout resources for residents with housing challenges. ONGOING.</p>
<p>CLMT-1.1 - Continue to implement energy-efficient standards for residential buildings.</p>	<p>The City shall require the preparation for passive and active solar systems in new and substantially remodeled existing residential buildings.</p>	<p>2031</p>	<p>All new applications for residential development are reviewed for compliance with the Building Code, along with locally adopted ordinances and State and Federal mandates. ONGOING.</p>
<p>CLMT-2.1 - Require non-residential all-electric new construction.</p>	<p>Implement ordinance requiring all new nonresidential buildings to be all-electric and prohibit new gas infrastructure for new buildings. Exempt occupancies must install electric building systems (e.g., space and water heating equipment) where feasible.</p>	<p>2030</p>	<p>No action has been taken at this time. PENDING.</p>
<p>CLMT-2.2 - Retrofit all-electric in existing non-residential buildings during major renovations.</p>	<p>Require residential major renovations to retrofit to all-electric at a certain threshold to be determined by Building Division and City Council adopted ordinance.</p>	<p>2030</p>	<p>No action has been taken at this time. PENDING.</p>

<p>CLMT-2.3 - Require installation of photovoltaic panels.</p>	<p>Require installation of photovoltaic panels on multi-family and nonresidential new construction at a certain threshold to be determined by Building Division and City Council adopted ordinance.</p>	<p>2030</p>	<p>No action has been taken at this time. PENDING.</p>
<p>CLMT-2.4 - Regularly update the City's building codes to improve the water efficiency of new construction and major renovation.</p>	<p>Regularly update the City's building codes to improve the water efficiency of new construction and major renovation.</p>	<p>2031</p>	<p>All new applications for development are reviewed for compliance with the Building Code, along with locally adopted ordinances and State and Federal mandates. ONGOING.</p>
<p>CLMT-2.5 - Require high-efficiency indoor water fixture.</p>	<p>Require high-efficiency fixtures in all new construction, like CALGreen Tier 1 or 2.</p>	<p>2030</p>	<p>All new applications for development are reviewed for compliance with the Building Code, along with locally adopted ordinances and State and Federal mandates. ONGOING.</p>
<p>CLMT-2.6 - Continue to implement Water Efficient Landscaping Ordinance requirements.</p>	<p>Require all new landscaping to use low-water plants and efficient irrigation, planting native and non-native species that provide valuable resources for native wildlife.</p>	<p>2031</p>	<p>All development projects are reviewed against the City's Landscape and WELO Ordinances for compliance during the Planning entitlement and/or Building Division permit process, as applicable. ONGOING.</p>
<p>CLMT-3.1 - Establish a streamlined approval process for battery storage systems and reduce or eliminate permitting fees to encourage the addition of battery storage.</p>	<p>Establish a streamlined approval process for battery storage systems and reduce or eliminate permitting fees to encourage the addition of battery storage.</p>	<p>2030</p>	<p>No action has been taken at this time. PENDING.</p>
<p>CLMT-4.1 - Adopt higher electric vehicle charging requirements than CALGreen for multi-family and nonresidential new construction.</p>	<p>Adopt higher electric vehicle charging requirements than CALGreen for multi-family and nonresidential new construction.</p>	<p>2030</p>	<p>No action has been taken at this time. PENDING.</p>

CLMT-5.1 - Require electric panel upgrade at point of sale.

Adopt an ordinance that requires electric panel upgrades upon sale and/or rental turnover, to be determined by City Council adopted ordinance.

2030

No action has been taken at this time. PENDING.

CLMT-5.2 - Adopt Burnout Ordinance.

Adopt a Burnout Ordinance that requires a gas appliance (e.g., stove or furnace) be replaced with an electric version when it stops working.

2030

No action has been taken at this time. PENDING.

General Comments

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

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the checklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

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

ANNUAL ELEMENT PROGRESS REPORT

**Table K
Tenet Preference Policy**

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

Does the Jurisdiction have a local tenant preference policy?		
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.		
Notes		

