



CITY COUNCIL AGENDA REPORT

Meeting Date: March 17, 2022

From: John Swiecki, Community Development Director

Subject: 2021 Annual Housing Element Progress Report

Community Goal/Result

Community Building - Brisbane will honor the rich diversity of our city (residents, organizations, businesses) through community engagement and participation

Purpose

To comply with reporting requirements of State law.

Recommendation

Direct staff to submit the 2021 Housing Element Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

Background/Discussion

The City is required to prepare an annual report to the State on the City's progress in implementing the Housing Element (which was adopted April 2, 2015), using the format adopted by HCD. Government Code Section 65400(a)(2)(B) requires that the City hold a public meeting on the report before submitting it to HCD and OPR by the April 1st deadline.

Housing Element APR

Historically, State-mandated Housing Element annual reports have tracked the number of building permits issued for housing units in a given calendar year towards Brisbane's Regional Housing Needs Allocation (RHNA), as well as an update on the implementation status of each Housing Element program. Changes in State housing law require the City to submit additional data not required prior to last year, including Local Early Action Planning (LEAP) Reporting and a list of locally owned or controlled lands declared surplus or identified as excess pursuant to Government Code sections 54221 and 50569, respectively (see Tables G and H of Appendix A of the attached report).

As detailed in the attached report, in 2021 the City issued building permits for seven moderate-income units and five above moderate-income unit, and 96% of the Housing Element programs have been completed or are implemented on a continuous basis. The City is seven years into the eight-year (2015- 2022) Housing Element planning period and has met 46% of its RHNA, with all production within the moderate or above moderate income categories. No building permits have been issued for low or very low income units during the current Housing Element planning period.

Fiscal Impact

None.

Measure of Success

Submittal of the 2021 Housing Element Annual Progress Report to HCD and OPR within the deadline prescribed by State law.

Attachments

1. Housing Element Annual Progress Report



John Swiecki, Community Development Director



Clay Holstine, City Manager

Housing Element

The 2014 Housing Element was adopted on April 2, 2015 and covers the 2015 to 2022 planning cycle. It has been certified by the State Department of Housing & Community Development (HCD) as meeting all requirements of State law. The Housing Element contains 79 programs, many of which are implemented or ongoing. Table 1 and Figure 1 below offer a snapshot of the Housing Element implementation progress while Appendix A provides the complete breakdown of the implementation progress and housing entitlement and construction approvals for the 2021 calendar year.

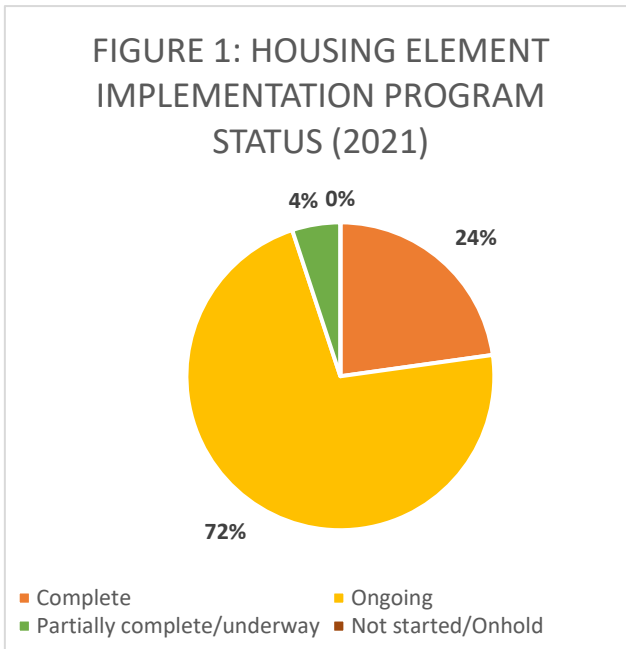


Table 1: Housing Element Implementation Progress Snapshot 2021

Program Status	Total Number	% of Total
Complete	19	24%
Ongoing	57	72%
Partially Complete/Underway	3	4%
Not Started/On Hold	0	0%
Total	79	100%

Regional Housing Need

The City is required to report certain housing information in accordance with State Housing Element Law (Government Code Sections 65583 and 65584) and the State HCD's guidelines for reporting the City's progress toward meeting its regional housing needs. The Association of Bay Area Governments has adopted a Regional Housing Needs Allocation (RHNA), pursuant to Government Code Section 65584, for all jurisdictions within San Mateo County to provide housing for the projected population growth within the region. Brisbane's share of the regional housing need was allocated at 83 new housing units for the 8-year period between 2015 and 2022, including 15 units affordable to moderate-income households, 13 units affordable to low-income households, and 25 affordable to very-low-income households.

Seven years into the 2015 – 2022 Housing Element planning period, Brisbane has met 46% of its RHNA. Brisbane's progress in meeting RHNA and its unmet RHNA need at the end of 2021 is shown in Table 2. Table B of Appendix A indicates the number of building permits issued by income level from 2015 – 2021.

Table 2: 2021 Progress in Meeting Regional Housing Needs 2015-2022

Income Group	Regional Housing Need 2015-22	Permits Issued 2021	Need Met thru 12/31/21	Remaining Need at end of 2021	% of 2015-22 Regional Housing Need Met
Very Low	25	0	0	25	0%
Low	13	0	0	13	0%
Moderate	15	7	27	0	180%
Above Moderate	30	5	23	7	77%
Total Units	83	12	50	45	46%

Attachments

Appendix A: Housing Element Annual Progress Report Tables

Jurisdiction	Brisbane	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

(CCR Title 25 §6202)

Table A
Housing Development Applications Submitted

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Applications		Application Status	Notes		
1				2	3	4	5							6	7	8	9	10		11	12	
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Was a Density Bonus requested for this housing development?	Was a Density Bonus approved for this housing development?	Please indicate the status of the application.	Notes*
Summary Row: Start Data Entry Below							0	0	0	0	0	0	8	7	15	2	0					
007342040	007342230	148 Tulare Rd	B201900719		SFD	O	4/28/2021							1	1			No	No	N/A	Approved	
007342040	007342230	148 Tulare Rd	B201900719		ADU	O	4/28/2021						1	1				No	No	N/A	Approved	
007342040	007342220	154 Tulare Rd	B201900720		SFD	O	4/28/2021							1	1			No	No	N/A	Approved	
007342040	007342220	154 Tulare Rd	B201900720		ADU	O	4/28/2021						1	1				No	No	N/A	Approved	
	007350170	99 Thomas Rd	B202000087		ADU	O	6/17/2021						1	1				No	No	N/A	Approved	
	007313150	303 Humboldt Rd	B202000165		SFD	O	4/8/2021							1	1			No	No	N/A	Approved	
	007313150	303 Humboldt Rd	B202000165		ADU	O	4/8/2021						1	1				No	No	N/A	Approved	
	007281130	300 Monterey St	B202000254		ADU	O	5/14/2021						1	1				No	No	N/A	Approved	
	007302010	95 Kings Rd	B202000368		ADU	O	4/19/2021						1	1				No	No	N/A	Approved	
	007221190	18 Visitacion Ave	B202000389		2 to 4	R	11/29/2021							2	2	2		No	No	N/A	Approved	Entitlement Approved in 2020 DP-3-20/UP-5-20
	007511200	887 Humboldt Rd	B202100003		ADU	O	4/20/2021						1	1				No	No	N/A	Approved	
	00745050	296 San Benito Road	2021-EX-3		SFD	O	7/30/2021							1	1			No	No	N/A	Approved	
	00745050	296 San Benito Road	2021-EX-3		ADU	O	7/30/2021						1	1				No	No	N/A	Approved	
	007193050	130 Sierra Point	2021-EX-1		SFD	O	5/13/2021							1	1			No	No	N/A	Approved	

Table A2																
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																
Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement									
1					2	3	4								5	6
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements	
Summary Row: Start Data Entry Below							0	0	0	0	0	1	2		3	
007332290		255 Mendocino St	18-0813-09		SFD	O									0	
007363030		597 San Bruno Ave	B201800313		ADU	R									0	
007272130		485 Monterey	B202000125		ADU	R									0	
007342040	007342230	148 Tulare Rd	B201900719		SFD	O									0	
007342040	007342230	148 Tulare Rd	B201900719		ADU	O									0	
007342040	007342220	154 Tulare Rd	B201900720		SFD	O									0	
007342040	007342220	154 Tulare Rd	B201900720		ADU	O									0	
	007350170	99 Thomas Rd	B202000087		ADU	O									0	
	007313150	303 Humboldt Rd	B202000165		SFD	O									0	
	007313150	303 Humboldt Rd	B202000165		ADU	O									0	
	007281130	300 Monterey St	B202000254		ADU	O									0	
	007302010	95 Kings Rd	B202000368		ADU	O									0	
	007221190	18 Visitacion Ave	B202000389		2 to 4	R									0	
	007511200	887 Humboldt Rd	B202100003		ADU	O									0	
	00745050	296 San Benito Road	2021-EX-3		SFD	O							1	9/16/2021	1	
	00745050	296 San Benito Road	2021-EX-3		ADU	O					1		9/16/2021	1		
	007193050	130 Sierra Point	2021-EX-1		ADU	O						1	6/10/2021	1		

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Building Permits								
			7							8	9
Current APN	Street Address	Project Name*	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Building Permits <u>Date Issued</u>	# of Units Issued Building Permits
			0	0	0	0	0	7	5		12
007332290	255 Mendocino St	18-0813-09									0
007363030	597 San Bruno Ave	B201800313									0
007272130	485 Monterey	B202000125									0
007342230	148 Tulare Rd	B201900719						1	4/28/2021		1
007342230	148 Tulare Rd	B201900719						1	4/28/2021		1
007342220	154 Tulare Rd	B201900720						1	4/28/2021		1
007342220	154 Tulare Rd	B201900720						1	4/28/2021		1
007350170	99 Thomas Rd	B202000087						1	6/17/2021		1
007313150	303 Humboldt Rd	B202000165						1	4/8/2021		1
007313150	303 Humboldt Rd	B202000165						1	4/8/2021		1
007281130	300 Monterey St	B202000254						1	5/14/2021		1
007302010	95 Kings Rd	B202000368						1	4/19/2021		1
007221190	18 Visitacion Ave	B202000389						2	11/29/2021		2
007511200	887 Humboldt Rd	B202100003						1	4/20/2021		1
00745050	296 San Benito Road	2021-EX-3									0
00745050	296 San Benito Road	2021-EX-3									0
007193050	130 Sierra Point	2021-EX-1									0

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Certificates of Occupancy									
Current APN	Street Address	Project Name ⁺	10							11	12	
			Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Certificates of Occupancy or other forms of readiness (see instructions) <u>Date Issued</u>	# of Units issued Certificates of Occupancy or other forms of readiness	
			0	0	0	2	0	0	1		3	
007332290	255 Mendocino St	18-0813-09							1	7/29/2021	1	
007363030	597 San Bruno Ave	B201800313				1				3/3/2021	1	
007272130	485 Monterey	B202000125				1				3/8/2021	1	
007342230	148 Tulare Rd	B201900719									0	
007342230	148 Tulare Rd	B201900719									0	
007342220	154 Tulare Rd	B201900720									0	
007342220	154 Tulare Rd	B201900720									0	
007350170	99 Thomas Rd	B202000087									0	
007313150	303 Humboldt Rd	B202000165									0	
007313150	303 Humboldt Rd	B202000165									0	
007281130	300 Monterey St	B202000254									0	
007302010	95 Kings Rd	B202000368									0	
007221190	18 Visitacion Ave	B202000389									0	
007511200	887 Humboldt Rd	B202100003									0	
00745050	296 San Benito Road	2021-EX-3									0	
00745050	296 San Benito Road	2021-EX-3									0	
007193050	130 Sierra Point	2021-EX-1									0	

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			13	14	15	16		17	18	19	20			21	22	23	24
Project Identifier			Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus					
Current APN	Street Address	Project Name*	How many of the units were Extremely Low Income?*	Was Project APPROVED using GC 65913.4(b)? (SB 35 Streamlining) Y/N	Infill Units? Y/N*	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)*	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)	
			0	0						2		0					
007332290	255 Mendocino St	18-0813-09		N	Y												
007363030	597 San Bruno Ave	B201800313		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007272130	485 Monterey	B202000125		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007342230	148 Tulare Rd	B201900719		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007342220	154 Tulare Rd	B201900720		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007342220	154 Tulare Rd	B201900720		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007350170	99 Thomas Rd	B202000087		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007313150	303 Humboldt Rd	B202000165		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007313150	303 Humboldt Rd	B202000165		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007281130	300 Monterey St	B202000254		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007302010	95 Kings Rd	B202000368		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007221190	18 Visitacion Ave	B202000389		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007511200	887 Humboldt Rd	B202100003		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
00745050	296 San Benito Road	2021-EX-3		N	Y					1	Demolished	O					
00745050	296 San Benito Road	2021-EX-3		N	Y			ADU affordability determined by annual rental rate survey data from owners of permitted ADUs									
007193050	130 Sierra Point	2021-EX-1		N	Y					1	Demolished	O					

Jurisdiction	Brisbane	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

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

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

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	25	-	-	-	-	-	-	-	-	-	-	25
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	
Low	Deed Restricted	13	-	-	-	-	-	-	-	-	-	-	13
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	
Moderate	Deed Restricted	15	-	-	-	-	-	-	-	-	-	-	
	Non-Deed Restricted		1	3	3	5	6	2	7	-	-	27	
Above Moderate		30	2	4	4	1	6	1	5	-	-	23	7
Total RHNA		83											
Total Units			3	7	7	6	12	3	12	-	-	50	45

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.

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 include units that were permitted since the start of the planning period.

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.

Jurisdiction	Brisbane	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

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

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	
005212100	25 Park Place	Parkside Overlay		2/1/2018	17	18			Shortfall of Sites	1.25	PRTC	PAOZ-1	20	28	35	Non-Vacant	Office
005202160	43 Park Place	Parkside Overlay		2/1/2018	15	16			Shortfall of Sites	1.11	PRTC	PAOZ-1	20	28	31	Non-Vacant	Office
005190100	145 Park Lane	Parkside Overlay		2/1/2018	40	40			Shortfall of Sites	2.87	PRTC	PAOZ-2	20	28	80	Non-Vacant	Warehouse
005202200	91-99 Park Lane	Parkside Overlay		2/1/2018	25	26			Shortfall of Sites	1.85	PRTC	PAOZ-2	20	28	51	Non-Vacant	Warehouse
005202150	105-115 Park Lane	Parkside Overlay		2/1/2018	29	30			Shortfall of Sites	2.13	PRTC	PAOZ-2	20	28	59	Non-Vacant	Warehouse
005202210	280 Old County Road	Parkside Overlay		2/1/2018	21	21			Shortfall of Sites	1.5	PRTC	PAOZ-1	20	28	42	Non-Vacant	Office/Warehouse

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Brisbane		
Reporting Year	2021	(Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Program H.I.1.g: Inform water/sewer provider	Deliver Housing Element to water and sewer providers	Upon adoption	Completed April 2015.
Program H.I.1.h: Annual Report	Prepare annual progress report	Annually	Annual Report for 2021 calendar year delivered to California Department of Housing and Community Development and Governor's Office of Planning and Research prior to April 1, 2022 deadline.
Program H.I.2.a: Housing constraints	Advise outside agencies regarding unnecessary constraints	Ongoing	Ongoing as development projects are submitted for consideration.
Program H.I.2.b: League of Cities	Work with League of Cities to identify and address housing constraints due to preemption of outside agencies	Ongoing	Ongoing advocacy through membership in League of Cities.
Program H.A.1.a: Fair housing information	Inform public through website and other means	Ongoing	Fair housing information and resources available on dedicated webpage. Housing Element available on City website, www.brisbaneca.org .
Program H.A.1.b: Other housing information	Inform public on housing policies and opportunities	Ongoing	Housing opportunities and resources in the City and County and Housing Element containing City housing policies are posted on dedicated webpages on City website, www.brisbaneca.org .
Program H.B.1.a: Rezoning	Accommodate RHNA shortfall	1/31/2016	Required overlay zoning incorporated into Parkside Precise Plan adopted 10/30/2017. Implementing zoning adopted via Ordinance 624 2/1/2018.
Program H.B.1.b: Zoning for current RHNA	Accommodate RHNA	5/31/2018	Existing zoning regulations will accommodate remainder of 2015-2023 RHNA. Overlay zoning for shortfall accommodated in implementation of H.B.1.a (above)
Program H.B.1.c: General Plan revisions	Land Use Element consistency	1/31/2016	General Plan amendments to implement rezoning pursuant to H.B.1.a adopted via Ordinance 624 2/1/18
Program H.B.1.d: Second Units	Monitor ADU affordability	Annually	ADU rent survey conducted in March 2021. Survey respondents reported occupied units rented at BMR rent or no rent at all.
Program H.B.1.e: Second Units	Encourage ADUs	5/31/2018	City Council adopted zoning text amendments to streamline ADU regulations via Ordinance 626 on 5/17/18. City Council adopted Ordinance 653 on 10/15/2020 to allow ADUs in all residential zoning districts.
H.B.1.f: Definitions	Update definition of single-family dwelling to comply with CHSC Sec. 17021.5	1/1/2016	Ordinance 606 adopted by City Council on 4/21/2016
Program H.B.1.g: SRO's	Amend SCRO-1 District to permit Single Room Occupancy units as conditional use.	12/1/2018	Ordinance 622 adopted by City Council on 11/2/2017

Program H.B.1.h: Encourage development	Outreach to encourage private redevelopment in new affordable housing overlays and SCRO-1 district.	As new zoning regulations are adopted.	City engaged with property owners consistently throughout Parkside Precise Plan process. City maintains informational webpages and handouts on PAOZ overlay districts and SCRO-1 district.
Program H.B.1.i: Mobilehomes	Rezone mobilehome park to R-MHP District for mobilehome use only.	12/31/2018	City Council adopted zoning map and text amendments to rezone mobile home park R-MHP via Ordinance 630 adopted 12/6/18.
Program H.B.2.a; "At risk" affordable units	Preserve affordable units.	Ongoing	None at risk within planning period.
Program H.B.3.a: Special needs housing	Identify suitable sites	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding opportunities and limited land/site availability. City held exploratory discussions with school district in 2018 regarding potential teacher/district employee housing on city-owned site. Entitlement approved for 16-unit senior housing at 36-50 San Bruno in 2018 and extended in 2020; no building permit submitted to date.
Program H.B.3.b: Parking for senior housing	Reduce parking requirement	12/1/2015	Ordinance 576 adopted May 19, 2016.
Program H.B.3.c: Parking for accessible units	Reduce parking requirement	12/1/2015	Ordinance 576 adopted May 19, 2016.
Program H.B.3.d: Reasonable accommodation	Minimize constraints	Ongoing	Ordinance 558 adopted April 2011.
Program H.B.3.e: Convalescent homes	Permit as conditional use in SCRO-1 district	12/31/2018	Convalescent homes are conditionally permitted in SCRO-1 district.
Program H.B.3.f: HIP Housing	Support Human Investment Program (HIP) shared housing program.	Ongoing	Updated information and rental listings posted regularly on City website www.brisbaneca.org .
Program H.B.3.g: Density bonus	Encourage special needs housing	Ongoing	Coordinating with H.B.5.a. No density bonuses requested during reporting period.
Program H.B.3.h: Continuum of Care/HEART	Shelter and serve the homeless	Ongoing	City is member agency of HEART and information is linked on www.brisbaneca.org .
Program H.B.3.i: Emergency Shelters	Allow in SCRO-1 district	Ongoing	Ordinance 443 adopted in 2000 allows emergency shelters as permitted use in the SCRO-1 district.
Program H.B.3.j: Water and sewer service	Adopt policies to prioritize affordable units	12/1/2017	Department of Public Works adopted administrative policies consistent with Program requirements 12/28/2017
Program H.B.4.a: Condominium conversions	Maintain affordable rental units	Ongoing	Ordinance 566 adopted October 2013 requires Use Permit for condominium conversions.
Program H.B.4.b: Inclusionary Housing	Update Inclusionary Housing Ordinance	12/31/2016	Planning Commission public hearing on 4/25/2019 recommended City Council approval of revisions to inclusionary housing and density bonus ordinance (file RZ-5-18). City engaged consultant in December 2019 to update feasibility study for inclusionary in-lieu fee. City Council will consider revisions and in-lieu fee adoption in 2021. Combined with H.B.5.a below
Program H.B.5.a: Density bonus	Expand program per AB 2280	12/31/2016	See program H.B.4.b above
Program H.B.6.a: Hillside development	Reduce development costs	Ongoing	City received SB 2 Planning Grants Program approval to conduct district-wide biological assessment for hillside lots in SCRO-1 zoning district to streamline housing development application processing. Work program will extend from 2020-2022.

Program H.B.7.a: Affordable housing information	Encourage affordable housing	Ongoing	Housing Element available on www.brisbaneca.org . Housing Element progress webpage contains opportunity site information and handouts
Program H.B.7.b: Private/non profit partnerships	Encourage affordable housing	Ongoing	Housing Element available on www.brisbaneca.org . City held exploratory discussions with HEART and school district in 2018 regarding potential teacher/district employee housing on city-owned site.
Program H.B.7.c: Project Sentinel	Housing counseling and budget training for seniors and low/mod income households	Ongoing	Information on Project Sentinel's programs is available on www.brisbaneca.org
Program H.B.8.a: Section 8 rent subsidies	Keep informed of opportunities from County	Ongoing	Ongoing coordination with County Housing Department and Housing Authority as opportunities arise
Program H.B.9.a: City/non profit partnerships	Develop relationships with nonprofit housing organizations	Annually	Housing Element available on www.brisbaneca.org . City held exploratory discussions with HEART and school district in 2018 regarding potential teacher/district employee housing on city-owned site.
Program H.B.9.b: Land banking	Acquire sites for affordable housing	Ongoing	On hold pending establishment of ongoing funding source.
Program H.B.9.c: Public parks and facilities	Reserve surplus lands for housing development	12/1/2017	Incorporate into General Plan Update, 2021.
Program H.B.9.d: Rehab housing	Preserve/provide affordable units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.e: Affordable housing subsidies	Investigate subsidies for mixed use or residential projects	Annually, as part of the budget process	None identified in 2021. City Council considering affordable housing master plan (started in 2021) in 2022 to determine strategies to program affordable housing funds.
Program H.B.9.f: HEART	Subsidize mortgage costs for first-time homebuyers	Ongoing	City is a current member of HEART.
Program H.B.9.g: County rehab programs	Preserve affordable housing	Annually	Ongoing coordination with County Housing Department as opportunities arise.
Program H.B.9.h: Self-help/sweat equity programs	Preserve and provide affordable units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.i: Leveraging low/mod funds	Match state/federal programs	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.j: Special needs loans/grants	Retrofit existing units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.k: Fee schedule	Subsidize affordable housing	Annually, as part of the budget process	Development fee waiver requests are considered as projects are submitted. No fee waiver requests were received in 2021.
Program H.B.9.l: State and Federal programs	Encourage affordable housing	Ongoing	City evaluates projects for eligibility for State/Federal funding programs and potential matches as projects arise. No such projects were eligible in 2021.
Program H.C.1.a: Voluntary code inspection program	Identify basic life safety problems	Ongoing	Ongoing coordination with North County Fire Authority.
Program H.C.1.b: Low-interest rehab loan program	Publicize and encourage use.	Ongoing	Brochures available at Building and Planning Counter and information available on www.brisbaneca.org

Program H.C.1.c: Nonconforming provisions	Encourage maintenance of nonconforming units	Ongoing	Ordinance 576 adopted May 19, 2016.
Program H.C.1.d: NCRO-2 district rehab	Encourage maintenance of units	Ongoing	Ongoing coordination with County Housing Department. No opportunities identified in 2021.
Program H.D.1.a: Infrastructure Master Plans	Update residential infrastructure	Ongoing	Ongoing coordination with Public Works Department.
Program H.D.1.b: Dwelling Groups	Allow in R-2, R-3, SCRO-1, and new affordable housing overlays	12/31/2018	Parkside Plan adopted 10/30/2017. Implementing housing overlay zones allow dwelling groups, Ordinance 624 adopted 2/1/2018. R-2, R-3, and SCRO-1 currently allow dwelling groups.
Program H.D.1.c: Affordable Housing Overlays	Guidelines for affordable housing overlay zoning	1/31/2016	Parkside Plan adopted 10/30/2017, contains housing overlay development regulations and design guidelines. Implementing zoning Ordinance 624 adopted 2/1/2018.
Program H.D.2.a: Affordable Housing Overlays	Consider amendments to non-residential zoning districts adjacent to affordable housing overlays.	12/31/2018	No revisions to adjacent districts to PAOZ-1 and PAOZ-2 housing overlays identified in 2021.
Program H.E.1.a: Mixed-use and live/work housing	Encourage mixed use	Ongoing	See H.B.1.a & b. Mixed-use and live-work permitted in most commercial districts. City successfully applied for SB 2 Planning Grants Program funds to create and adopt zoning amendments in the NCRO-2 and SCRO-1 districts to adopt objective design guidelines and development standards and allow residential and mixed-use development by-right. Work program will extend from 2020-2022.
Program H.E.1.b: Mixed-use development	Encourage mixed use	Ongoing	Mixed use is permitted in NCRO-2 district. See program H.E.1.a above.
Program H.E.1.c: General Plan revisions	Land Use Element consistency for mobilehome park zoning	12/31/2018	See H.B.1.i. No General Plan amendments identified; zoning amendments consistent with existing general plan land use designation.
Program H.E.1.d: Transit-oriented development	Encourage smart growth	General Plan Update	City Council amended General Plan to allow up to 2,200 residential units within 1/2 mile of Bayshore Caltrain Station (GPA-1-18), approximately 26 times the City's current RHNA of 83 units. Factual and consistency updates to multiple GP elements in order to implement GP amendment GP-1-18 was completed in 2020 (GP-1-19). Also see program H.E.1.a above.
Program H.F.1.a: Green building ordinance	Update as needed	Ongoing	City Council adopted Ordinance 643 12/12/2019 to adopt 2019 CBC with local reach provisions including limitations on natural gas in new development. City Council adopted Ordinance 644 on 12/12/2019 to adopt building energy efficiency benchmarking ordinance applicable to commercial and multi-family structures meeting certain size thresholds. Staff annually evaluates CBC and best practices in green building as applicable to local ordinances.
Program H.F.2.a: Energy conservation	Inform public via various means	Ongoing	Resources regularly published on City website, City STAR newsletter, social media pages, and Housing Element is published on www.brisbaneca.org
Program H.F.2.b: Energy conservation retrofitting	Inform public via various means	Ongoing	Information and Housing Element linked to www.brisbaneca.org .
Program H.F.2.c: Renewable energy	Inform public via various means	Ongoing	City joined Peninsula Clean Energy in 2016. Information available on www.brisbaneca.org
Program H.F.3.a: Water conservation	Inform the public via various means	Ongoing	Ordinance 607 adopted by the City Council on April 7, 2016 updating the City's water conservation in landscaping ordinance. Water conservation information provided on the City's website and advertised in City newsletters and social media accounts.

Program H.F.3.c: Water conservation in multi-family development	Encourage water conservation in landscaping and appliances in multifamily and mixed-use housing	In coordination with program H.F.1.a	Ordinance 607 adopted April 7, 2016 updating City's water conservation in landscaping ordinance. Planning staff advises all applicants of conservation opportunities and requirements in new and re-landscaping projects.
Program H.F.4.a: Natural heating/cooling	Encourage energy conservation	Ongoing	Ordinances 643 and 644 adopted 12/12/2019. See Program H.F.1.a above. Title 24 compliance is enforced and required for all eligible building permit applications.
Program H.G.1.a: Regional Planning	Cooperate in Plan Bay Area process	Ongoing	City actively participated in Plan Bay Area 2050 update in 2020 and 2021.
Program H.G.1.b: Congestion management	Cooperate in implementation of C/CAG Congestion Management Program	Ongoing	Ongoing as development projects are considered.
Program H.H.1.a: Development costs	Minimize costs of development	Ongoing	Ongoing as development projects are considered. City Council to consider study and potential adoption of impact fees in 2021.
Program H.H.1.b: Fiscal impact studies	Study impact of large residential projects on city services	Ongoing	Implemented as new residential projects with potential significant impacts are considered.
Program H.H.2.a: Sensitive/hazardous lands	Identify/mitigate impacts	Ongoing	Ordinance 562 adopted October 2011.
Program H.H.2.b: Clustered development	Promote clustered development in areas near sensitive habitat	Ongoing	Ordinance 562 adopted October 2011 to relax certain development standards if clustered development is pursued.
Program H.H.2.c: Flood hazard management	Comply with CGC Sec. 65302	General Plan update	Incorporated into the Local Hazard Mitigation Plan (LHMP) and General Plan by reference in 2018. LHMP was updated again in 2021.
Program H.I.1.a: Regulatory constraints	Streamline permit processing	Ongoing	City successfully applied for SB 2 Planning Grants Program funds to create objective residential design guidelines and development standards and adopt zoning amendments in the NCRO-2 and SCRO-1 districts to allow residential and mixed-use development by-right. Grant funds will also allow for district-wide biological assessment of SCRO-1 district to streamline Habitat Conservation Plan evaluation. Work program will extend from 2020-2022. Ordinance 612 adopted December 8, 2016, streamlining application process for new condominium developments. City Council adopting streamlining for accessory dwelling units via Ordinance 615 adopted 2/2/2017 and Ordinance 626 adopted 5/17/2018.
Program H.I.1.b: Parking requirements	Revise parking standards	12/1/2015	Ordinance 576 adopted on May 19, 2016 reduced parking requirements for smaller homes and minor additions.
H.I.1.c: Second Unit Parking	Revise second unit parking requirements	12/1/2015	Ordinance 576 adopted by City Council May 19, 2016 to reduce accessory dwelling unit parking requirements. Ordinance 615 adopted 2/2/2017 eliminated accessory dwelling unit parking requirements.
Program H.I.1.d: Design Permits	Reduce unnecessary constraints	Ongoing	See Program H.I.1.a above regarding SB 2 Planning Grant work program. Ongoing as development projects are submitted for review. Design Permit for 16-unit senior housing/commercial development approved in October 2017.
Program H.I.1.e: Nonconforming structures	Preserve housing units	Ongoing	See Program H.C.1.c
Program H.I.1.f: City staffing	Efficient permit processing procedures	Annually, as part of the budget process	Two additional contract staff added in 2021; one retained into 2022. Reevaluate as part of 2022 budget process.

Jurisdiction	Brisbane	
Reporting Period	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

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

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(CCR Title 25 §6202)

Table G						
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of						
Project Identifier						
1				2	3	4
APN	Street Address	Project Name⁺	Local Jurisdiction Tracking ID⁺	Realistic Capacity Identified in the Housing Element	Entity to whom the site transferred	Intended Use for Site
Summary Row: Start Data Entry Below						
007556010	1100 San Bruno Ave			7	CLEAR VIEW PARTNERS LLC	Residential
007560130	1100 San Bruno Ave			7	CLEAR VIEW PARTNERS LLC	Residential
007560140	1100 San Bruno Ave			6	CLEAR VIEW PARTNERS LLC	Residential
7560120	1100 San Bruno Ave			1	CLEAR VIEW PARTNERS LLC	Residential

Jurisdiction	Brisbane
Reporting Period	2021 (Jan. 1 - Dec. 31)

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

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For San Mateo County jurisdictions, please format the APN's as follows:999-999-999

Table H						
Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						
007-556-010	1100 San Bruno Ave	Vacant		Surplus Land	1.29	BHA Resolution 2021-01; 2-18-21 authorized sale of the property. HE reported realistic capacity for all 4 parcels is 21 units.
007-560-120	1100 San Bruno Ave	Vacant		Surplus Land	0.06	BHA Resolution 2021-01; 2-18-21 authorized sale of the property. HE reported realistic capacity for all 4 parcels is 21 units.
007-560-130	1100 San Bruno Ave	Vacant		Surplus Land	1.34	BHA Resolution 2021-01; 2-18-21 authorized sale of the property. HE reported realistic capacity for all 4 parcels is 21 units.
007-560-140	1100 San Bruno Ave	Vacant		Surplus Land	1.31	BHA Resolution 2021-01; 2-18-21 authorized sale of the property. HE reported realistic capacity for all 4 parcels is 21 units.

Jurisdiction	Brisbane	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		5
Total Units		12

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

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	1	3	1
2 to 4	0	2	0
5+	0	0	0
ADU	2	7	2
MH	0	0	0
Total	3	12	3

Housing Applications Summary	
Total Housing Applications Submitted:	14
Number of Proposed Units in All Applications Received:	15
Total Housing Units Approved:	2
Total Housing Units Disapproved:	0

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

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

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT Local Early Action Planning (LEAP) Reporting (CCR Title 25 §6202)					
<i>Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.</i>					
Total Award Amount	\$	65,000.00	<i>Total award amount is auto-populated based on amounts entered in rows 15-26.</i>		
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Update Housing Element	\$46,000.00	\$0.00	In Progress	None	50% complete; draft HE expected early summer
Zoning Amendments	\$19,000.00	\$0.00	In Progress	Other	SB2 providing some funding; task 90% complete and draft ordinance will be considered for adoption by Council by May 2022.

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		2
Total Units		3

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		5
Total Units		12

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		1
Total Units		3