

7.2 IMPLEMENTATION PLAN

Table 8: Goal H-1: Production - Implementation Plan							
GOAL H-1: Production of New Housing at all Income Levels, with a Focus on Affordable Housing							
Number	Policy	Lead Dept./ Division	Funding Source(s)	Program Measure(s)	Implementation Action(s)	Target Timeline	New/Existing Program
H 1.1	Monitor Regional Housing Needs Allocation and Pipeline projects	Housing Division	N/A	Monitor housing production against ABAG Fair Share Allocation in compliance with no net loss requirements during planning period. In addition, monitor pipeline projects and new development applications to ensure production outcomes are meeting projections.	<div>a) Provide an annual report on housing production to the City Council each March, prior to submittal of the Annual Progress Report to HCD by April 1st. The report will include an assessment on the City’s RHNA progress and, as needed, identify additional sites to ensure ongoing compliance with “no net loss” provisions of State law.</div> <div>b) Conduct a mid-cycle review of realistic capacity projections and pipeline project housing production to ensure outcomes are aligned with projections. Update sites inventory to include additional sites to ensure ongoing compliance with “no net loss” provisions of State law.</div>	<div>a) 2023 – 2031 (Annually)</div> <div>b) 2027 (Mid-cycle review)</div>	<div>a) Existing</div> <div>b) New</div>
H 1.2	Utilize Public Funding and Properties for New Affordable Housing	City of San Mateo	City funds and state, and federal funds, as available	Produce City supported housing projects with affordability restrictions utilizing local public funds; and use this funding to leverage other regional, state, and federal funding sources to increase the number of affordable housing units developed in each project. Encourage developers to include ELI units in their projects.	<div>a) Continue to set aside 20% of general fund property tax revenues from former RDA areas (aka “Boomerang Funds”), as well as the Affordable Housing Commercial Linkage Fee Fund to use for affordable housing development, prioritizing funding allocation to projects that include units for extremely low income (ELI) households.</div> <div>b) Identify ways to create a stand-alone Housing Trust Fund using available funding sources and utilizing that fund to leverage new funding sources, including the Bay Area Housing Finance Authority (BAHC) and the Bay Area Preservation Pilot (BAPP).</div> <div>c) Prioritize available local housing funds to assist in the production of at least 543 below market rate units by 2031, including within the study areas of the General Plan that allow high-density housing by holding developer roundtable meetings at least once per year. Encourage developers to include ELI units in their projects.</div> <div>d) Support development of 71 units of affordable housing on the City owned parking lot at 4th and Railroad as part of the public-private partnership (Bespoke project).<div><div>i. Development team has been selected as part of an RFP process, an Exclusive Negotiating Agreement (ENA) has been executed with the developer, and the project’s pre-application review has been completed.</div><div>ii. Complete the Planning Application Process for the project within 18 months of Housing Element adoption.</div><div>iii. Facilitate permitting and project construction during the planning period.</div></div><div>e) Support affordable housing development, including ELI units, on the City owned property at 4142 S. El Camino Real.<div><div>i. Complete site analysis within 24 months of Housing Element adoption.</div><div>ii. Issue RFP within 48 months of Housing Element adoption.</div><div>iii. Select a development partner and negotiate a lease within 60 months of Housing Element adoption.</div><div>iv. Facilitate development of the site throughout the planning period.</div></div><div>Geographic Targeting: high and highest resource and RCAA areas.</div><div>This item is connected to Policy H 5.1.2 and H 5.2.3.</div></div></div>	<div>a) 2023 – 2031 (Ongoing)</div> <div>b) 2025</div> <div>c) 2023 – 2031 (Ongoing)</div> <div>d) 2024</div> <div>e) 2023 – 2031</div>	<div>a) Existing</div> <div>b) New</div> <div>c) New</div> <div>d) Existing</div> <div>e) New</div>
H 1.3	Increase Affordable Housing Production	Community Development Department	N/A	Update the City’s Inclusionary Housing requirements for ownership and rental residential developments to allow for alternative compliance options other than on-site construction and to establish an updated Density Bonus/Community Benefits program that incentivizes production of additional affordable units.	<div>a) Amend the Affordable Housing Ordinance (SMMC Chapter 27.16.050) and Inclusionary Housing Policy to allow for alternative compliance options to onsite inclusionary unit development within one year of Housing Element adoption.</div> <div>b) Adopt an updated Density Bonus/Community Benefits program that provides additional incentives and/or streamlining options for housing projects that provide additional affordable units or the most needed unit types beyond minimum state requirements. Both of these actions would include an assessment of applicable state law to ensure that the City meets or exceeds all requirements.</div> <div>c) Target ELI populations to the extent feasible.</div> <div>Geographic Targeting: high resource and RCAA areas.</div> <div>Outcome: 15% of new units will be developed in high/highest resource areas and/or RCAA areas.</div> <div>This item is connected to Policy H 5.1.1 and H 5.2.2.</div>	<div>a) 2024</div> <div>b) 2025</div>	<div>a) New</div> <div>b) New</div>

Table 8: Goal H-1: Production - Implementation Plan (Continued)

Number	Policy	Lead Dept./ Division	Funding Source(s)	Program Measure(s)	Implementation Action(s)	Target Timeline	New/Existing Program
H 1.4	Support Increased Accessory Dwelling Unit Development	Planning Division	N/A	Implement and maintain programs to encourage and support ADU production to increase missing middle and lower income housing opportunities.	<p>a) Amend the City’s ADU Ordinance (SMMC Chapter 27.19) to align with current State law and to resolve any inconsistencies identified by HCD.</p> <p>b) Maintain and expand the ADU information and resources available to homeowners and applicants provided on the City’s website.</p> <p>c) Collaborate with 21 Elements and other jurisdictions in San Mateo County to find ways to enhance available ADU resources, establish uniform standards and requirements, and effective ways to monitor ADU affordability.</p> <p>d) Monitor ADU occupancy and rent levels to verify that affordability allocations. Tools to monitor will include, but are not limited to, collaboration with 21 Elements or ABAG to develop a uniform approach to tracking ADU affordability countywide, and surveying ADU applicants during the building permit review process to understand intended use, occupancy and rent charged.</p> <p>e) Continue to offer flat fees for ADU building permits, and review ADU permit fees every 2-3 years. If fees are found to be a barrier to ADU production, the City will make reductions as necessary to reduce cost barriers.</p> <p>f) Provide an annual report on ADU permitting data to verify that Housing Element production targets are being achieved. If ADU production targets are not achieved for two consecutive years, then, within six months, pursue additional actions, including fee reductions, increased homeowner resources and assistance, funding assistance, identifying additional sites and/or code amendments, to incentivize ADU production.</p> <p>Geographic Targeting: high resource and RCAA areas.</p> <p>Outcome: 30% of new ADUs units will be developed in high/highest resource areas and/or RCAA areas.</p> <p>This item is connected to Policy H 5.1.3.</p>	<p>a) 2024</p> <p>b) 2023 – 2031 (Ongoing)</p> <p>c) 2023 – 2031 (Ongoing)</p> <p>d) 2023- 2031 (Ongoing)</p> <p>e) 2023 – 2031 (Ongoing)</p> <p>f) 2023 – 2031 (Annually)</p>	<p>a) New</p> <p>b) Existing</p> <p>c) New</p> <p>d) New</p> <p>e) Existing</p> <p>f) New</p>
H 1.5	Encourage Family Housing	Planning Division	N/A	Increase the number of new construction housing units that can accommodate families (larger units) when possible and require subsidized projects to include family-sized units.	<p>a) Present options to City Council for requiring a minimum percentage of three-bedroom units in City subsidized projects;</p> <p>b) Present options to City Council for requiring a minimum percentage of family-sized units in private development projects as part of the Inclusionary Policy update.</p> <p>c) Should such policy recommendations not materialize into code amendments, explore alternative methods to promote family sized units through the community benefits program.</p> <p>This item is connected to Policy H 5.1.1 and H 5.2.3.</p>	<p>a) 2025</p> <p>b) 2025</p> <p>c) 2025</p>	<p>a) New</p> <p>b) New</p> <p>c) New</p>
H 1.6	Streamline Housing Application Review	Community Development Department	N/A	Reduce the development review timeline for housing projects by streamlining the development review process and simplifying design review and submittal requirements.	<p>a) Update the City Council resolutions that establish the pre-application and development review processes to eliminate the pre-application requirement for housing projects and eliminate the third-party design review requirement for housing projects that meet objective standards.</p> <p>b) Amend the Zoning Code to allow residential projects with up to 25 units to be approved administratively.</p> <p>c) Update permit application submittal requirements.</p> <p>d) Develop Zoning Code amendments to align City requirements with SB 330 and make a recommendation to the City Council.</p>	<p>a) 2024</p> <p>b) 2023</p> <p>c) 2023-2031 (Ongoing)</p> <p>d) 2025</p>	<p>a) New</p> <p>b) New</p> <p>c) New</p> <p>d) New</p>
H 1.7	Update Zoning Code Standards to Support Housing Production	Planning Division	N/A	Update Zoning Code development standards that apply to multi-family residential projects to reduce or eliminate constraints, incentivize production of additional housing units and support development of a variety of housing types.	<p>a) Evaluate the standards and requirements in all zone districts that allow for multi-family residential and amend the Zoning Code as needed to reduce or eliminate constraints to housing construction. Specifically: 1) exclude covered parking and other elements as needed from Floor Area Ratio (FAR) calculation for housing projects with affordable units, 2) specify where Single-Room Occupancy (SRO) units are permitted consistent with government Code 65583(c)(1), and 3) specify that Manufactured Homes that are built on a permanent foundation are subject to the same zoning requirements and development standards as single-family homes.</p> <p>b) Amend the Zoning Code to reduce off-street parking requirements for residential units (SMMC Chapter 27.64) as follows: Studio and 1 Bedroom units to 1 space, 2 Bedrooms and above to 1.5 spaces; and for projects within ½ mile of transit, consistent with AB2097, no off-street parking shall be required. As part of this amendment, staff will review all other parking related requirements and make recommendations to reduce or eliminate any other parking related requirements identified as a constraint.</p> <p>c) Amend the Zoning Code to make residential uses, which currently require a special use permit, a permitted use in the C1, C2, C3, E1 and E2 districts for non-R Overlay areas.</p> <p>d) Rezone sites with quasi-public uses such as schools, churches, and other facilities of an educational, religious, charitable, or philanthropic nature, to “Quasi-Public,” following completion of the General Plan Update and allow for a variety of housing types, such as duplexes and multi-family, as permitted uses in this zone district.</p> <p>e) Evaluate the feasibility of an affordable housing quasi-public overlay or code amendment to support the production of affordable housing on quasi-public sites, such as religious or educational institutions.</p>	<p>a) 2025</p> <p>b) 2025</p> <p>c) 2024</p> <p>d) 2025</p> <p>e) 2026</p>	<p>a) New</p> <p>b) New</p> <p>c) New</p> <p>d) New</p>

Table 8: Goal H-1: Production - Implementation Plan (Continued)							
Number	Policy	Lead Dept./ Division	Funding Source(s)	Program Measure(s)	Implementation Action(s)	Target Timeline	New/Existing Program
H 1.8	Adopt Objective Design Standards	Planning Division	N/A	Adopt Objective Design Standards to expedite production of housing.	Adopt Objective Design Standards for multi-family residential projects and mixed-use projects with a residential component.	2023	New
H 1.9	Establish Minimum Densities for Mixed-Use Projects	Planning Division	N/A	Create minimum residential density requirements to ensure mixed-use development will contain an appropriate amount of housing in commercial/office developments.	a) Amend the Zoning Code to require that properties designated for mixed-uses, in the Sites Inventory List, allow 100 percent residential use and require that residential use occupy 50 percent or more of the total floor area of a mixed-use project consistent with Government Code Section 65583(h), and establish a minimum residential density for mixed-use projects elsewhere in the City that include a residential component. b) Study and present to City Council options for requiring a residential component in all mixed-use projects in certain zones or areas.	a) 2024 b) 2024	a) New b) New
H 1.10	Establish By-Right Housing Designation for Prior Housing Sites	Planning Division	N/A	Designate housing sites that have carried over from the prior Housing Element to allow housing development by-right.	Amend the Zoning Code to establish a By-Right designation for housing sites reused from prior Housing Elements for housing projects that propose a minimum of 20% affordable units. Zoning for these sites must be at least 30 units/acre to meet default density requirements for lower-income households per Gov. Code Section 65583.2(c).	2024 (must be completed within one year of statutory deadline of the Housing Element update)	New
H 1.11	Implement the SB 9 Ordinance	Planning Division	N/A	Implement the Zoning Code to allow duplexes and lot splits on appropriate single-family sites.	Continue to implement Zoning Code Chapter 27.21 (Two-Unit Development Residential Overlay District), adopted in September 2022, which facilitates the provisions of SB 9 in single-family districts (R1). Geographic Target: high or highest resource and RCAA areas and areas of lower density. Outcome: Facilitate at least 5-10 SB 9 applications, resulting in 10-30 units developed over the planning period	2023 – 2031 (ongoing)	New
H 1.12	Encourage Development of Missing Middle Housing	Planning Division	N/A	Support small infill residential construction (Missing Middle, 4-10 units) through policy updates and Zoning Code amendments.	a) Evaluate residential zoning districts that have sites with potential for Missing Middle Housing (R2, R3 and R4 zones) and identify development standards that create barriers for small-scale development, including minimum lot size, setbacks, floor area ratio, parking, and open space requirements, and amend the Zoning Code to remove any constraints, maximize developable area and increase capacity. b) Research and evaluate policies and code amendments to allow for Missing Middle housing under SB 10 and schedule for City Council consideration and adoption. Geographic Target: high and highest resource areas, RCAA areas, and lower density neighborhoods. Outcome: approximately 50 units of “missing middle”, workforce housing is developed in multi-family housing zones.	a) 2026 b) 2026	a) New b) New
H 1.13	Update Special Needs Group Housing Requirements	Planning Division	N/A	Research current code requirement regarding special needs group homes for people with disabilities for consistency with Fair Housing Requirements. The City commits to revising procedural requirements to permit group homes for seven or more persons in all zones allowing residential uses based on objective criteria to facilitate approval certainty similar to other residential uses of the same form.	a) Review and amend the Zoning Code to allow group homes and residential care facilities for persons with special needs, including those who are ELL, in all residential zones, only subject to those objective standards that apply to other residential uses of the same type in the same zone in conformance with state law. b) Review and amend the Zoning Code definition for family, and other related regulations, to ensure consistency with State and Federal fair housing laws related to persons with disabilities. This effort may also include consideration of new definitions such as single-unit and multi-unit dwellings to accommodate various housing situations. c) Study best practices and develop a universal design ordinance that may better address housing needs for persons with disabilities. This item is connected to Policy H 5.1.1 and H 5.2.3	a) 2025 b) 2025 c) 2027	a) New b) New c) New
H 1.14	Update Supportive Housing Requirements	Planning Division	N/A	Review and amend zoning code regarding multi-family housing development.	Amend the Zoning Code to be consistent with AB 2162 to allow by-right 100% affordable housing that has 25% or 12 units of permanent supportive housing, where multi-family or mixed-use housing is permitted. This item is connected to Policy H 5.1.1 and H 5.2.3.	To be completed by December 31, 2024.	New

Table 8: Goal H-1: Production - Implementation Plan (Continued)							
Number	Policy	Lead Dept./ Division	Funding Source(s)	Program Measure(s)	Implementation Action(s)	Target Timeline	New/Existing Program
H 1.15	Update Mobile Home Parks Requirements	Planning Division	N/A	Amend zoning code requirements regarding mobile home parks.	Amend the Zoning Code to allow mobile home parks as a special use in all residential zones to be consistent with Government Code Section 65852.7	2025	New
H 1.16	Update Farmworker Housing Requirements	Planning Division	N/A	Amend zoning code requirements regarding farmworker housing.	Amend the Zoning Code to define and allow farmworker housing within the Agricultural District consistent with Government Code Section 17021.6. The City will comply with Health and Safety Code section 17021.5.	2025	New
H 1.17	Permitting and Development Fee Review	Community Development Department	N/A	Regularly review development application, building permit and impact fees to identify opportunities to reduce per unit costs for housing developments, with a focus on reducing per unit costs for small multi-family projects (Missing Middle).	a) Study cumulative permit fee costs for new housing development of various sizes and use information to identify opportunities to reduce per unit permitting costs; with fee reductions for small multi-family projects being prioritized. Present findings to the City Council with recommendations for adoption. b) Conduct a comprehensive review and update of the fee schedule every 5-6 years, with a focus on evaluating and adjusting fees with potential barriers to housing production. Next review will be conducted in 2027 (last fee study completed in 2021).	a) 2025 b) 2027 (Ongoing)	a) New b) New
H 1.18	Increase Senior Housing Production	Community Development Department	N/A	Evaluate potential policies and code amendments to support the production of housing for seniors.	Evaluate code amendments and/or policies to encourage and support the development of senior housing, especially senior housing that serves the ELI and lower income senior households, including through shared- housing arrangements, community care facilities, supportive housing, and assisted living for seniors, and make a recommendation to the City Council.	2028	New
H 1.19	Ensure Adequate Water Supply for the Development of New Housing	Community Development Department	N/A	Support the City’s water and sewer providers to ensure adequate capacity for new housing development.	a) Upon adoption of the Housing Element, provide a copy of the Element to California Water Company, Estero Municipal Improvement District, and San Mateo Public Works Dept, for greater awareness of affordable housing priorities and collaboration, in compliance with AB 1087. b) Support efforts by Cal Water and EMID to expand their water supplies with new water sources and develop water efficiency and conservation methods to offset demand from new development projects. c) Pursuant to AB 1087, work with Cal Water and EMID to establish a procedure to prioritize water allocation for developments that include units set aside as affordable housing for lower income households, including affordable housing within larger, mixed-use developments and larger residential subdivisions d) Establish a written procedure for the City to grant priority sewer service to developments with units that are affordable to lower-income households.	a) 2023 b) 2023 – 2031 (Ongoing) c) 2023 d) 2023	a) New b) New c) New d) New
H 1.20	Adopt San Mateo General Plan 2040	Community Development Department	N/A	Adopt a General Plan Update that provides sufficient development capacity to meet the City’s housing needs through 2040.	a) Complete the General Plan 2040 Update (GPU) process and present to the City Council for adoption. The City is committed to adopting a General Plan that will create capacity for at least 10,000 new housing units and will increase the base densities in the 10 Study Areas by at least 25 units/acre and height limits by at least two stories. b) Commence with rezoning Citywide, in phases, to implement the land use map following GPU adoption. c) The GPU public outreach and engagement process will include information on Measure Y and how it creates a constraint on housing production. d) The City will place an updated Measure Y ballot initiative to allow for the increased heights and densities in the adopted General Plan on the November 2024 election. e) If the Measure Y ballot initiative does not pass in November 2024, present alternative plans within six months to the City Council, including a plan for rezoning, to address the housing production constraint of Measure Y with an emphasis on higher densities in high and highest resource areas, and to add at least 1,700 units of new capacity around the City, thereby increasing the City’s RHNA buffer by at least 25%.	a) 2024 b) 2025-2026 c) 2023- 2024 d) November 2024 e) May 2025, if needed	a) Existing b) New c) New d) New e) New

Table 9: Goal H-2: Preservation - Implementation Plan

GOAL H-2: Preservation of Existing Housing that is Affordable to Lower- and Middle-Income Residents

Number	Policy	Lead Dept./ Division	Funding Source(s)	Program Measure(s)	Implementation Action(s)	Target Timeline	New/ Existing Program
H 2.1	Fund Housing Rehabilitation Efforts	Housing Division	CDBG/CALHome	a) Fund minor home repairs and accessibility improvements b) Provide opportunity for home rehabilitation loans for low- income residents. c) Allow accessibility improvements on rental properties with owner permission.	a) Complete annual goals of 10 minor home repairs and 14 accessibility modifications through grants for lower-income residents, targeting ELI households where appropriate. b) Provide home rehabilitation loans for lower-income residents up to a total of approximately \$500,000 available. c) Affirmatively market the availability of these funds to both homeowners and renters to increase awareness. Marketing efforts include translating flyers into Spanish and distributing flyers to various locations throughout the City, including libraries, senior and community centers and non-profit agencies. Outreach will be conducted biannually. Geographic Target: low resource areas (40% of loans and improvements), and areas with significant infrastructure needs This item is connected to Policy H 5.3.2.	2023- 2031 (Annually by June 30)	a) Existing b) Existing c) New
H 2.2	Support Retention of Existing Lower Income Units	Housing Division	TBD (potential sources include: PLHA)	a) Identify funding source for preservation b) Monitor affordable housing projects that are at risk of conversion to market rate. c) Support regional and local efforts to examine displacement of affordable housing and lower income households. d) Assist with the retention of special needs housing that is at risk of expiring affordability requirements.	Bridgepointe Condominiums affordability requirements for 59 affordable units expire in 2027, out of which 24 are very low-income units (35 are at 120% AMI). Belmont Building affordability requirements for 6 units expire in 2032. The rental property is owned by a for-profit entity, potential for loss of units is high. Proactively coordinate with owners to preserve the 24 very low-income units as affordable, including identifying potential funding sources, advertise conversion units to non-profits, conduct tenant outreach and education, add a displacement preference for new affordable housing for people displaced, including those displaced as a result of conversion. Outreach and negotiate with owners for affordability extensions. Provide noticing to tenants and affected public entities in accordance with Gov. Code, § 65863.10, 65863.11, and 65863.13 This item is connected to Policy H 5.3.3.	a) 2026 (Bridgepointe Condominiums) b) 2031 (Belmont Building)	a) New b) New
H 2.3	Increase Energy and Water Efficiency in Existing Units	Community Development Department, City Manager’s Office	CDBG/City Funds	Increase energy and water efficiency in all existing residential units. Fund weatherization upgrades for low- and moderate-income homeowners.	a) Complete seven weatherization upgrades through grants for lower-income residents annually, targeting ELI households when appropriate. b) Implement energy-efficiency and electrification strategies identified in the City’s Climate Action Plan through updates to the City’s Reach Codes as part of the building permit review process. Outreach will be conducted biannually. Geographic Target: low resource areas, and areas with significant infrastructure needs This item is connected to Policy H 5.3.2.	a) 2023- 2031 (Annually, June 30) b) Reach codes are updated every three years.	a) Existing b) New
H 2.4	Implement Capital Improvements in Lower-Resourced Neighborhoods	Housing Division	CDBG	Invest more resources in lower resource neighborhoods (utilize federal CDBG to provide capital improvements).	a) Use available CDBG funds to make CIP improvements in identified Equity Priority Neighborhoods (including North Central and North Shoreview neighborhoods). Potential improvements may include: street work, crosswalk implementation, ADA ramp installation, striping, sidewalk improvements, traffic signal replacement, and other pedestrian/bicycle enhancements. Allocate available CDBG funds on an annual basis. b) Implement Bike Master Plan and Pedestrian Master Plan through capital improvements in Equity Priority Neighborhoods. c) Conduct proactive public outreach to identify and prioritize capital improvements that best align with a neighborhood’s most critical needs. d) Apply for funding biannually, consistent with CIP efforts and CDBG to pursue at least eight improvement projects over eight years in Equity Priority Areas. Geographic Target: low resource areas, and areas with significant infrastructure needs; Equity Priority Areas. Outcome: Pursue eight improvement projects over eight years in Equity Priority Areas	2023- 2031 (Annually)	Existing
H 2.5	Promote Housing Resilience	Public Works Department	City Funds	Use resources to protect housing at risk of damage due to changing environmental conditions.	Provide Flood Improvements for the North Shoreview neighborhood through the levee project with Public Works.	Started in Fall 2020, with completion anticipated in Spring 2023	Existing
H 2.6	Require Replacement Units	Planning Division	N/A	Require equivalent replacement units for all housing units lost during any construction or demolition projects (Housing Crisis Act).	a) Conduct a study to determine whether the City should update the zoning ordinance and other policies to permanently require replacement of units (beyond Housing Crisis Act sunset date of 2034). This action must be completed within three years from the start of the planning period. b) The City will require replacement housing units subject to the requirements of Government Code Section 65915(c)(3), when a development project or demolition occurs on sites with existing residential units that are restricted or have been occupied by a lower income household in the past five years. Consistent with H 2.6.	a) 2026 b) Effective Immediately	a) New b) New

Table 10: Goal H-3: Protection - Implementation Plan

GOAL H-3: Protection of Current Residents to Prevent Displacement							
Number	Policy	Lead Dept./ Division	Funding Source(s)	Program Measure(s)	Implementation Action(s)	Target Timeline	New/ Existing Program
H 3.1	Prevent Homelessness	Housing Division	CDBG/ PLHA/ City	Support where feasible programs and facilities to prevent homelessness through city actions, while coordinating with County and Continuum of Care.	a) Allocate PLHA, CDBG, and other local funds to support homeless prevention these may include the following programs: LifeMoves Rapid Rehousing Program, Safe Harbor Shelter, Vendome Hotel supportive units, LifeMoves First Step for Housing program, HIP Housing home sharing and Montara assisted units for the formerly homeless. b) Support the County in its efforts to convert the Stone Villa Hotel into a 44-room temporary shelter space as part of the Project Homekey programs.	a) 2023 – 2031 (Annually by June 30) b) 2023 – 2031 (Annually)	a) Existing b) New
H 3.2	Investigate Fair Housing Cases	Housing Division	CDBG	Continue funding and support for outreach services for homeowners and renters at risk of being displaced and/or facing fair housing challenges.	As CDBG funding permits, achieve the Annual Fair Housing Activity Goals: <ul style="list-style-type: none">Investigate all complaint cases;Provide consultation to at least 30 individuals;Increase public Education/Outreach to tenants, landlords, and housing professionals by 50% over eight years (from 26 to at least 40 persons); andProvide legal assistance to at least 185 renters. These numbers are subject to change based on funding availability. See Goal H-5/AFFH Action Plan for full list of items.	2023- 2031 (Annually by June 30)	Existing
H 3.3	Evaluate Housing Revenue Sources	Community Development Department	N/A	a) Conduct a feasibility study to determine a potential increase of the Commercial Linkage Fee to ensure commensurate housing funding with commercial development. b) Explore other funding opportunities to support affordable housing development. Efforts include actively tracking available Federal, State, Regional and Local funding opportunities for affordable housing and determining how to leverage these funds to build or rehabilitate more affordable housing.	a) Conduct a feasibility study on increasing the fee to generate additional housing funds gathered from commercial development, analyze the study, conduct community outreach and make a recommendation to the City Council. Proceed as directed by Council. b) Examine other possible revenue sources and bring the proposals before City Council for consideration. Actively track available funding opportunities and coordinate with City partners, including non-profit housing developers on how best to leverage these resources.	a) 2026 b) 2023- 2031 (Annually, as opportunities become available)	a) New b) New
H 3.4	Expand Tenant Protections	Community Development Department	N/A	Expand tenant protections in local ordinance to extend measures of AB1482 related to relocation, documentation, and right to return policy in eviction cases.	a) Extend AB1482 provisions to require tenant relocation payments for No Fault evictions for those with tenure less than one year. b) Make recommendations to the City Council for establishing tenant protection policies that include the requirement of documentation from landlords who use the substantial remodel exemption to evict tenants and a Right to Return policy for tenants displaced from homes due to demolition or substantial remodels. c) Amend the Code to strengthen enforcement penalty structure to aid in protecting tenants from unsafe or substandard units. d) Conduct outreach to the community on a biannual basis. e) This item is connected to Policy H 5.4.1.	a) 2024 b) 2026 c) 2024 d) 2023 – 2031 (biannually)	a) New b) New c) New d) New
H 3.5	Study the Creation of Below Market Rate Set Asides	Community Development Department	N/A	Examine the feasibility of establishing priority allocation for households with special needs, extremely low-income households and large families in City-assisted and private development projects with BMR units.	Conduct a best practices research on prioritization of households with special needs, extremely low-income households and large families. Analyze the data, conduct community outreach and make recommendations to the City Council. Proceed as directed by Council.	2026	New
H 3.6	Monitor Rental Rates and Displacement.	Community Development Department	N/A	Monitor rents, evictions, and tenant displacement citywide.	a) Research options and best practices for a rental registry list, including determining necessary financial and human resources needed to establish such a program. Make recommendations to City Council. b) Collaborate with regional partners, such as 21 Elements or ABAG, to develop ways to monitor rental rates, evictions and displacement citywide and countywide to track trends and use the information to guide policy priorities.	a) 2024 b) 2024-2031 (ongoing)	a) New b) New
H 3.7	Evaluate Opportunities for Expanding Homeless Shelters	Community Development Department	N/A	Examine best practices and policies to expand shelter capacity for individuals experiencing homelessness. Study feasibility of new shelter programs and collaborate with the County to end homelessness.	a) Study best practices for expansion of homeless shelter sites. Analyze the data, conduct community outreach and recommendations to City Council. Proceed as directed by Council. b) Regularly evaluate zoning to ensure enough sites are available to accommodate the capacity for emergency shelters, based on the countywide Point in Time Homeless Count. c) Review and amend the zoning code to allow emergency shelters in C2, C3, and other zones as needed to ensure there is sufficient capacity on available sites to accommodate the need for emergency shelter as identified in the most recent point-in-time count conducted before the start of the planning period, and to amend the definition of emergency shelters in compliance with Government Code 65583. d) Review and amend the zoning code as needed to comply with Government Code 65583 including to remove the 300 feet buffer from a single-family dwelling, clarify that emergency shelters are not required to be more than 300 feet apart and adopt objective development standards, such as parking for shelters in compliance with Government Code Section 65583(a)(4)(A)(ii). e) Review and amend the zoning code as needed to comply with requirements of AB 101 (2019) to allow Low Barrier Navigation Centers (LBNC) as a permitted use by right in areas zoned for mixed use and nonresidential zones permitting (by right or through a Special Use Permit) multifamily uses if it meets specific requirements in Government Code sections 65660 – 65668.	a) 2023 – 2031 (Ongoing) b) 2023 – 2031 (Ongoing) c) 2023-2031 (Ongoing) d) 2025 e) 2025	a) New b) New c) New d) New e) New

Table 11: Goal H-4: Promotion - Implementation Plan

GOAL H-4: Promotion of Community Engagement and Public Outreach

Number	Policy	Lead Agency/ Department/ Division	Funding Source(s)	Program Measure(s)	Implementation Action(s)	Target Timeline	New/Existing Program
H 4.1	Update the Housing Webpage	Housing Division	N/A	Increase community outreach and availability of resources in multiple languages through the Housing Webpage.	a) Maintain and improve webpage with comprehensive housing related information and materials, and coordinate with providers to market programs electronically. b) Provide information in multiple languages using common terms. c) Ensure that households with disproportionate housing needs are targeted for information through, for example, liaisons with service providers. Ensure targeting reaches ELI households. See H.4.4 regarding partnering with community intermediaries to conduct outreach activities using these informational resources. This item is connected to Policy H 5.4.3.	2023- 2031 (Ongoing)	a) Existing b) New c) New
H 4.2	Support a Countywide Below Market Rate Unit Waitlist	County of San Mateo	N/A	Support development of the countywide affordable rental waitlist to streamline and centralize occupancy of BMR units by joining the County's waiting list process	Support the county's online portal for a BMR waitlist by transitioning the City's BMR waiting list to the Countywide system. In addition, work with BMR property managers/owners to advertise available BMR units on the County's portal to streamline the rental process.	2023 (Transition to Countywide portal) (and ongoing)	Existing
H 4.3	Expand Community Education and Outreach	Community Development Department	N/A	Support and engage in efforts to educate community stakeholders and residents, including those with special needs or with disproportionate needs (such as farmworkers, people with disabilities including those with developmental disability, and single-female head of household), about housing gaps and the effects of programs and policies on addressing those gaps. Proactively create opportunities for all communities to have a voice and be involved in shaping policies and programs.	a) Housing initiatives and policy implementation shall be supported with robust and adaptive community engagement including surveys, workshops, pop-up events, mailings, and targeted outreach to underrepre- sented groups. Outreach will be conducted biannually. b) Continue to participate in Countywide (and other) efforts to share best practices on equitable engagement and inclusive outreach. (e.g. Home For All "Learning Network") c) Actively provide information on County and State resources for tenant protections, discriminatory practices (CC&R's), special needs groups, and households with disproportionate housing needs.	2023- 2031 (Ongoing)	a) Existing b) New c) New
H 4.4	Enable Affirmative Marketing	Housing Division	N/A	Develop Marketing Plan with developers of affordable housing projects during final phase of construction on a project-by-project basis. Focus outreach to special needs individuals and those least likely to apply based on racial make-up of neighborhood.	a) Research other best practices to create an affirmative marketing strategy and implement strategies in San Mateo where appropriate. b) Include farm workers, ELI households. people with disabilities, and households with disproportionate housing needs, as new target group where appropriate. c) Include Spanish marketing materials and ensure bilingual interpretation services are available. The City will conduct outreach and education on a project-by-project basis and will ensure that programs target/affirma- tively market to households in impacted neighborhoods, including North Central and North Shoreview, among others. d) Partner with community intermediaries to conduct outreach activities on social media and in the community in Spanish and English language, including events with a significant representation of hard to reach communities such as the annual Dia de los Muertos and Eggstravaganza events (minimum of two per year) as well as pop-ups in the North Central and North Shoreview neighborhoods, (minimum of two per year) This item is connected to Policy H 5.1.2 and H 5.2.1.	a) 2026 b) 2023 – 2031 (ongoing) c) 2023 – 2031 (ongoing) d) 2023 – 2031 (ongoing)	a) New b) New c) Existing d) New
H 4.5	Conduct Outreach to Sites Inventory Property Owners	Community Development Department	N/A	Conduct focused outreach to the owners of properties on the Sites Inventory to determine interest in redevelopment or construction of additional housing.	Conduct focused outreach to the owners of properties on the Sites Inventory to determine interest in redevelopment or construction of additional housing on their site(s). The outreach shall include provision of information on the City's development process, fees, and timelines associated with such applications. Initial outreach shall be conducted within two years of adoption and shall be ongoing throughout the housing cycle.	2023 – 2031 (ongoing)	New

Table 12: Goal H-5: AFFH - Implementation Plan

Goal H-5: Affirmatively Furthering Fair Housing

Actions	Fair Housing Issues	Contributing Factors	Fair Housing Category	Action	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline
Action Area 1. Enhancing housing mobility strategies: consist of removing barriers to housing in areas of opportunity and strategically enhancing access.									
Policy H 5.1.1: Adjust the city’s Below Market Rate (inclusionary) program to provide larger density bonuses, and/or increased City support in exchange for affordable units in high or highest resource areas or in areas of affluence that address the needs of residents with disproportionate housing needs (e.g., accessible/visit able units for persons with disabilities child-friendly developments with day care on site for single parents, and 3-4 bedroom units for larger families).	Hispanic and single female parent households are concentrated in low opportunity census tracts. Persons with disabilities face a shortage of accessible, affordable housing.	Lack of affordable housing in high opportunity areas; Lack of accessible affordable units	Disparities in access to opportunities	Provide incentives to developers of affordable housing for low-income households and households with special needs	Land use resources	City of San Mateo	Expand the variety of housing units produced under the inclusionary housing program. Currently developments of 11 or more units require 15% affordable to moderate income families for ownership and 15% for low-income families for renters.	a) Perform a feasibility analysis to redesign the program to allow a menu of options, including targeting of units for ELI households.b) Ensure analysis includes review of housing for households with disproportionate housing needs, along with income levels. This item is connected to Policy H 1.3, Policy H 1.5., Policy H 1.14, and Policy H 1.15. Geographic Targeting: Citywide Metrics: Increase affordable housing in high-resource areas or areas of affluence by 15.	a) Complete feasibility analysis by Fall 2023; b) Implement redesigned program by Spring 2024.
Policy H 5.1.2: Participate in a regional down payment assistance program with affirmative marketing to households with disproportionate housing needs including persons with disabilities, single parents, and Hispanic households (e.g., Spanish and English, targeted to northeast neighborhoods).	Hispanic households, single female parent households and persons with disabilities have disproportionate housing needs.	Historic discrimination and continued mortgage denials; Concentration in low opportunity census tracts; High housing costs and low wages	Disparities in access to opportunities	Promote equal housing opportunity	Financial resources	Regional Partnership with HEART (San Mateo County has program with them)	Improve accessibility to home mortgage loans for Hispanic households who have the highest loan denial rates, as well as single female parent households, ELI households, and people with disabilities. Provide wealth building through homeownership for moderate income households.	a) Affirmatively market down payment assistance to 1,000 households with disproportionate housing needs, including persons with disabilities, single parents and Hispanic households; b) Provide down payment assistance to 30 total households; c) Provide homebuyer education to 200 households. d) Assist households in proportion to the demographic profile of the City In addition, the City will work with other jurisdictions to conduct outreach and education. Ensure that programs target/affirmatively market to households in impacted neighborhoods, including North Central and North Shoreview, among others. This item is connected to Policy H 4.4. Geographic Targeting: North Central and North Shoreview Neighborhoods	a) Meet quantified objectives by the end of the Housing Element period from 2023-2031; b) Conduct homebuyer/ outreach and education quarterly in partnership with HEART
Policy H 5.1.3: Explore the potential to implement a loan program for ADU construction If a City-funded ADU loan program is determined to be infeasible. The City will support the design of a regional forgivable loan program for homeowners to construct an ADU that is held affordable for extremely low-income households for 15 years.	Hispanic and single female parent households are concentrated in low opportunity census tracts. Persons with disabilities face a shortage of accessible, affordable housing.	Lack of affordable housing in high opportunity areas/areas of affluence; Lack of accessible affordable units	Disparities in access to opportunities	Incentivize accessory dwelling units (ADUs)	Land use and financial resources	21 Elements/ HEART	Increase opportunities for lower-income households to find housing that is affordable.	Explore the potential for a city ADU loan program. Work with 21 Elements collaborative to design a regional loan forgiveness program. Ensure that programs target/affirmatively market to households in impacted neighborhoods, including North Central and North Shoreview, among others. To enhance mobility in high resource/ areas of affluence, additionally target to areas outside lower resource areas. Target those with disproportionate housing needs, with a goal to reach 5 households annually. Provide support to 21 Elements in the development of a countywide ADU forgivable loan program. Promote the use of Housing Choice Vouchers (HCVs) for ADUs to allow lower income households the opportunity to live in lower density neighborhoods. The goal is to reach 20% of households with HCVs annually. Provide targeted outreach to ELI households. This item is connected to Policy H 1.4. Geographic Targeting: Impacted neighborhoods, including North Central and North Shoreview.	Explore City loan program Summer 2024. If joining regional collaborative, begin design in Summer 2025 and complete by winter 2026.
Additional Mobility Actions From The General Goals, Policies And Programs									
Policy H 1.4 – Support Increased Accessory Dwelling Unit Development: expands the resources available for homeowners to add ADUs, which provide an important source of affordable housing.									
Policy H 1.7 – Update Zoning Code Development Standards: includes an action to create an affordable housing overlay to support the development of affordable housing on religious or educational institutions’ sites, thereby increasing mobility into lower-density areas.									

Table 12: Goal H-5: AFFH - Implementation Plan (Continued)

Actions	Fair Housing Issues	Contributing Factors	Fair Housing Category	Action	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline
Action Area 2. Encouraging new housing choices and affordability in high or highest resource areas and areas of affluence: promoting housing supply, choices, and affordability in areas of high opportunity and outside of areas of concentrated poverty.									
Policy H 5.2.1: Add more city supported housing with affordability restrictions in moderate and high/highest resource areas and areas of affluence. Affirmatively market the housing to households with disproportionate housing needs including persons with disabilities, farmworkers, single parents, and Hispanic households (e.g., Spanish and English, targeted to northeast neighborhoods).	Hispanic and single female parent households are concentrated in low opportunity census tracts. Persons with disabilities face a shortage of accessible, affordable housing.	Lack of affordable housing in high opportunity areas; Lack of accessible affordable units; Concentration of Naturally Occurring Affordable Housing (NOAH) in low opportunity census tracts.	Disproportionate housing need for low-income households and protected classes	Provide additional resources to facilitate the development of housing for low- income households and households with special needs in higher opportunity/ areas of affluence.	Financial resources	City of San Mateo	Affirmatively market the housing to households with disproportionate housing needs including persons with disabilities, single parents, farmworkers, and Hispanic households (e.g., Spanish and English, targeted identified neighborhoods).	Require developers to affirmatively market approximately 1,000 units to those with disproportionate housing needs over the eight-year period (approximately 125 annually) by preparing and submitting an affirmative marketing plan to the City for review. The affirmative marketing plan shall include items, such as advertising (print, social media) and targeting community organizations that serve households with disproportionate housing needs. Ensure that programs target/affirmatively market to households with disproportionate housing needs. Of the 1,000 affordable units, approximately 15% will benefit special needs and/or ELI households. Continue to update the housing inventory and provide on the City’s website so that developers can target housing in moderate and high opportunity areas, as well as areas of affluence. This item is connected to Policy H 1.2. and Policy H 4.4. Geographic Targeting: Areas of higher opportunities and affluence.	2023- 2031 (Annually); as development projects come in for approvals/financing
Policy H 5.2.2: Incentivize developers through direct subsidies, fee waivers, and/or density bonuses, to increase accessibility requirements beyond the federal requirement of 5% for subsidized developments.	Persons with disabilities and persons of color have disproportionate housing needs.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts.	Disproportionate housing need for low-income households and protected classes	Promote equal housing opportunity	Financial resources	City of San Mateo	Increase development of accessible units beyond minimum requirements	a) Update development agreements for projects with City subsidies to include additional accessible units. b) bUpdate the City’s Inclusionary Housing Policy to require projects that receive City subsidies to increase the percentage of units that meet accessibility requirements. This item is connected to Policy H 1.3 c) The City will proactively outreach to developers throughout the planning period every two years, beginning in 2024. Geographic Targeting: Citywide Metrics: Approximately 10% of units within projects with City subsidies will be accessible.	a) 2023- 2031 (ongoing) as development opportunities come available. b) 2026 Update Inclusionary Housing Policy c) Every two years, beginning in 2024
Policy H 5.2.3: Prioritize city funding proposals for city funded affordable housing that are committed to serving hard to serve residents (e.g., extremely low income, special needs, on site services)	Persons with disabilities and persons of color have disproportionate housing needs.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts.	Disparities in access to opportunity	Promote equal housing opportunity	Financial resources	City of San Mateo	Create more housing for hard to serve households.	Conduct a best practices review and develop a program to prioritize City funding for housing projects. This item is connected to Policy H 1.5, Policy H 1.14, and Policy H 1.15. Geographic Targeting: Citywide, but target high resource and RCAA areas. Metrics: A minimum of 15% of City-funded affordable housing units will be committed to serving hard to serve residents, including ELI households	2028 Conduct a review of best practices and develop a program for City Council adoption
Policy H 5.2.4: In conjunction with San Mateo County, develop a housing mobility program that provides support to tenants seeking to move to high opportunity areas in the region.	Hispanic and single female parent households are concentrated in low opportunity census tracts.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts.	Disparities in access to opportunity	Promote equal housing opportunity	Financial resources	City of San Mateo and San Mateo County	Increase the number of households with housing vouchers living in areas of high opportunity throughout the region.	There will be a 20% increase in the number of voucher holders, including ELI households, moving to areas of high opportunity.	Identify resources and develop a housing mobility program to provide housing counseling to voucher holders.

Table 12: Goal H-5: AFFH - Implementation Plan (Continued)

Actions	Fair Housing Issues	Contributing Factors	Fair Housing Category	Action	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline
Action Area 3. Improving place-based strategies to encourage community conservation and revitalization including preservation of existing affordable housing; involves approaches that are focused on conserving and improving assets in areas of lower opportunity and concentrated poverty. In addition to those described below, see Policy H Policy H2.4 – Implement Capital Improvements in Lower-Resourced Areas above, as well as excerpts from the General Plan Update’s actions towards environmental justice, following this section.									
Policy H 5.3.1: As part of the General Plan, conduct an area plan for the North Shoreview and North Central neighborhoods and prioritize land use and design around Highway 101 to improve access and reduce the division of the urban form produced by the highway.	Hispanic and single female parent households are concentrated in low opportunity census tracts.	Lack of affordable housing in high opportunity areas; Lack of accessible affordable units; Concentration of NOAH in low opportunity census tracts.	Segregation/ integration patterns; disparities in access to opportunities	Conserve and improve the existing affordable housing stock	Land use resources	City of San Mateo	Reduce overcrowding, improve health and safety, and improve mobility and access to services in impacted neighborhoods.	Prepare an area plan for North Shoreview and North Central neighborhoods. Geographic Targeting: North Shoreview and North Central neighborhoods. Metrics: Increase housing capacity in North Shoreview and North Central by a minimum of 15%.	2029 Create plan through the General Plan Update implementation process
Policy H 5.3.2: Continue to fund minor home repairs, infrastructure improvements and public services, implementing a preference for projects in low opportunity census tracts identified in the analysis.	Hispanic and single female parent households are concentrated in low opportunity census tracts. Persons with disabilities lack accessible, affordable housing.	Lack of affordable housing in high opportunity areas; Lack of accessible affordable units.	Disparities in access to opportunity	Conserve and improve the existing affordable housing stock	Financial resources	City of San Mateo	Fund minor home repairs and accessibility improvements in order to help people with disabilities and elderly residents remain in their homes. Provide opportunity for home rehabilitation loans for low-income residents. Continue funding for service providers reaching households with disproportionate housing needs, Make additional infrastructure improvements in low resource areas.	Complete annual goals of 10 minor home repairs and 14 accessibility modifications through grants for low-income residents. Provide home rehabilitation loans for low-income homeowners and landlords making accessibility modifications. Fund service providers that target households with disproportionate housing needs, including services for seniors, ELI households, youth, and fair housing. Affirmatively market to Hispanic and single female heads of household biannually; ensure that programs target/affirmatively market to households in impacted neighborhoods, including North Central and North Shoreview, among others. Bi-annually apply for funding through the CIP or other actions to address infrastructure needs. This item is connected to Policy H 2.1 and Policy H 2.3. Geographic Targeting: Citywide, but will target impacted neighborhoods, including North Central and North Shoreview.	2023-2031 (Fund annually; consistent with Policy H 2.1; outreach biannually in target neighborhoods)
Policy H 5.3.3: Monitor affordable housing projects that are at risk of conversion to market rate. Support regional and local efforts to examine displacement of affordable housing and lower income households. Assist with the retention of special needs housing that is at risk of expiring affordability requirements. Facilitate ownership transfer to nonprofit organizations.	Hispanic households, single parent households and persons with disabilities have disproportionate housing needs.	Historic discrimination and continued mortgage denials; Concentration in low opportunity census tracts; High housing costs and low wages	Outreach capacity and enforcement	Conserve and improve the existing affordable housing stock	Human resources	City of San Mateo	Monitor affordable units whose subsidies are set to expire within the planning period develop a plan for preservation of the units to keep them affordable long term.	Bridgepointe Condominiums affordability requirements for 59 affordable units expire in 2027, out of which 24 are very low- income units (35 are at 120% AMI). Belmont Building affordability requirements for 6 units expire in 2032. The rental property is owned by a for-profit entity, potential for loss of units is high. Proactively coordinate with owners to preserve the 24 very low- income units as affordable, including identifying potential funding sources, advertise conversion units to non-profits, provide conduct tenant outreach and education, add a displacement preference for new affordable housing for people displaced, including those displaced as a result of conversion. Provide noticing to tenants and affected public entities in accordance with Gov. Code, § 65863.10, 65863.11, and 65863.13 Outreach and negotiate with owners for affordability extensions beginning at least two years prior to the affordability expiration date. This item is connected to Policy H 2.2 Geographic Targeting: N/A, Bridgepoint Condominiums and Belmont Building.	a) 2027 (Bridgepointe Condominiums) b) 2032 (Belmont Building); Consistent with Policy H 2.2

Table 12: Goal H-5: AFFH - Implementation Plan (Continued)

Actions	Fair Housing Issues	Contributing Factors	Fair Housing Category	Action	Type of Action	Responsible Party	Objectives	Quantified Objectives	Timeline
Action Area 4. Protecting existing residents from displacement: strategies that protects residents in areas of lower or moderate opportunity and concentrated poverty and preserves housing choices and affordability.									
Policy H 5.4.1: Establish tenant protections in local ordinance to extend measures of AB1482 related to relocation, documentation, and right to return policy in eviction cases.	Persons with disabilities and persons of color have disproportionate housing needs.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts; Historic discrimination and continued mortgage denials; High housing costs and low wages	Disparities in access to opportunity	Address governmental and non-governmental constraints	Human resources	City of San Mateo	Increase tenant protections to prevent displacement of those with disproportionate housing needs.	a) Extend AB1482 provisions to require tenant relocation payments for No Fault evictions for those with tenure less than one year. b) Make recommendations to the City Council for establishing tenant protection policies that include the requirement of documentation from landlords who use the substantial remodel exemption to evict tenants and a Right to Return policy for tenants displaced from homes due to demolition or substantial remodels. c) Amend the Code to strengthen enforcement penalty structure to aid in protecting tenants from unsafe or substandard units. This item is connected to Policy H 3.4. Geographic Targeting: Citywide.	a) 2024 b) 2026 c) 2024; consistent with Policy H 3.4
Policy H 5.4.2: Partner with Project Sentinel to perform fair housing training for landlords and tenants. Focus enforcement efforts on race-based discrimination, reasonable accommodations and source of income discrimination.	Persons with disabilities and persons of color have disproportionate housing needs.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts; Lack of understanding of reasonable accommodation requirements by landlords and property owners.	Outreach capacity and enforcement	Promote equal housing opportunity	Human resources	City of San Mateo/Project Sentinel	Increase awareness of fair housing laws and tenants’ rights to reduce unlawful discrimination and displacement.	Provide annual funding to Project Sentinel to provide training every two years in the Spring, targeting 200 landlords each training. Awareness will be increased through outreach to landlords. Geographic Targeting: Citywide.	Annually as part of CDBG allocation in the spring (Annually by July 1)
Policy H 5.4.3: Create a webpage specific to fair housing including resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act. The webpage will have accessibility features and a Spanish language version.	Persons with disabilities and persons of color have disproportionate housing needs.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts; Lack of understanding of reasonable accommodation requirements by landlords and property owners.	Outreach capacity and enforcement	Promote equal housing opportunity	Human resources	City of San Mateo	Increase awareness of fair housing laws and tenants’ rights to reduce unlawful discrimination and displacement.	Provide information on the City’s website about housing discrimination, laws, and protections. Fair Housing resources will also be advertised on the City’s eNewsletter, social media channels and various email listservs. Update the webpage every two years, along with other transparency updates. Geographic Targeting: Citywide Metrics will be used to focus outreach: Advertise Fair Housing resources to the community every six months. See H 4.4 regarding partnering with community intermediaries to conduct outreach activities fair housing resources in priority communities. This item is connected to Policy H 4.1. and H 4.4	2024 and bi-annually thereafter; consistent with Policy H 3.4
Policy H 5.4.4: Ensure that all multi-family residential developments contain signage in both English and Spanish to 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.	Persons with disabilities and persons of color have disproportionate housing needs.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts; Lack of understanding of reasonable accommodation requirements by landlords and property owners.	Outreach capacity and enforcement	Promote equal housing opportunity	Human resources	City of San Mateo	Increase awareness of fair housing laws and tenants’ rights to reduce unlawful discrimination and displacement.	Initially, create ongoing condition of approval to ensure both BMR and all-affordable developments contain this information. Explore options for recording against the property and/or including in the affordable housing agreement. Geographic Targeting: Citywide.	Create ongoing conditions of approval by fall 2024; conduct best practices review on options to record reasonable accommodation language by January 2025, and implement a program by January 2026
Policy H 5.4.5: Ensure that future improvements in disadvantaged communities will not produce a net loss of affordable housing or the displacement of residents and seek to increase the amount of affordable housing in disadvantaged communities.	Persons with disabilities and persons of color have disproportionate housing needs.	Lack of accessible affordable units; Lack of access to economic opportunity; Concentration in low income and low opportunity census tracts; Lack of investment in older housing stock.	Disparities in access to opportunity	Promote equal housing opportunity	Human resources	City of San Mateo	Ensure that lower-income and protected class households are not displaced because of community improvements.	In conjunction with Policies 5.3.1, and 5.3.2, when improvements are planned to be made to disadvantaged communities, conduct a review of existing housing units that may be impacted by such improvements. Consistent with H2.6, ensure units that may be lost are replaced. Geographic Targeting: Citywide., with a focus on disadvantaged community such as North Central and North Shorereview.	To be completed as part of the larger General Plan Update, with the expected date of completion by 2027. The development of a no-net loss of affordable housing policy will be completed by 2027.