STAFF REPORT

AGENDA ITEM NO:

MEETING DATE: March 6, 2023

To: **Honorable Mayor and City Council**

Date: **March 6, 2023**

From: **Kevin Gardiner, Community Development Director**
Joseph Sanfilippo, Economic Development and Housing Specialist

Subject: **Housing Element Annual Progress Report (APR)**

RECOMMENDATION

Staff recommends that the City Council accept, by motion, the 2022 Housing Element Annual Progress Report and authorize its transmittal to the California Governor's Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD).

BACKGROUND

California requires each jurisdiction to prepare a Housing Element as part of its General Plan in order to ensure that all jurisdictions are planning for the projected housing demand throughout California. Unlike other elements of a General Plan, the Housing Element must be updated by deadlines set by the State.

The process begins with the State advising a region of its Regional Housing Needs Allocation (RHNA), which is the estimated number of housing units that will be needed over the planning period (usually eight years). This allocation is further subdivided among four household income categories: very-low, low, moderate, and above moderate. Affordable housing income limits are determined by the HCD and are adjusted for county median income and family size, as detailed in Table 1 below (effective April 18, 2022).

TABLE 1: 2022 SAN MATEO COUNTY INCOME LIMITS
(BASED ON FEDERAL INCOME LIMITS FOR SMC)

	Income Limits by Family Size ($)							
Income Category	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Extremely Low (30% AMI) *	$ 39,150	$ 44,750	$ 50,350	**$ 55,900**	$ 60,400	$ 64,850	$ 69,350	$ 73,800
Very Low (50% AMI) *	$ 65,250	$ 74,600	$ 83,900	**$ 93,200**	$100,700	$108,150	$ 115,600	$ 123,050
Low (80% AMI) *	$104,400	$119,300	$134,200	**$ 149,100**	$161,050	$173,000	$ 184,900	$ 196,850
Median (100% AMI)	$116,200	$132,800	$149,400	**$ 166,000**	$179,300	$192,550	$ 205,850	$ 219,100
Moderate (120% AMI)	$139,450	$159,350	$179,300	**$ 199,200**	$215,150	$231,050	$ 247,000	$ 262,950

Effective 4/18/2022 - Area median Income $166,000 (based on household of 4)

The Association of Bay Area Governments (ABAG) is responsible for the public process by which this regional allocation is apportioned to each jurisdiction within its boundaries. In addition to demonstrating how the allocated number of units can be produced, policies in a Housing Element must also:

1. Address the removal of governmental barriers to housing production;
2. Ensure the jurisdiction's housing stock is maintained; and
3. Ensure that housing is available to all types of persons on an equitable basis.

Currently, the Housing Element is updated every eight years. The fifth cycle in which housing elements have been updated is referred to as "RHNA 5."

DISCUSSION

The City of Burlingame's RHNA 5 Housing Element update was adopted in January 2015. 2022 was the last year of the 2015-2023 planning period. Burlingame's RHNA allocation for this cycle was 863 new units.

Annual Report

California Government Code Section 65400 requires that an Annual Progress Report ("APR") be prepared on the status and progress of implementation of the Housing Element and submitted to the City Council, the State Office of Planning and Research (OPR), and the California Department of Housing and Community Development (HCD) by April 1st of each year. There is no similar requirement for the other Elements of the General Plan. Additionally, the APR must be prepared in accordance with the provisions set forth by HCD and on the forms provided by HCD (attached).

The APR includes reporting of the number of building permits issued for *net* new housing units during a calendar year.[1] In addition, the reporting includes housing development applications submitted, units approved by Planning (entitled), and units completed. The APR requires the reporting for the numbers for net new units to include the site addresses, project names, and assessor parcel numbers (APN).

The Housing Element APR includes information about housing production since the start of the planning period in 2015, including:

- Information on the types of housing units that were issued building permits;
- Information on the City's progress in meeting its regional housing needs allocation; and
- Progress report on implementation of Housing Element programs.

Tables A and A2 provide a summary of all planning and building permit activity on ***net*** new housing. In summary, **779 units were entitled** (planning approvals); building permits were issued for **351 net new units**; and **160 units were completed** in (calendar year) 2022.

While the APR tracks submittals, planning approvals, building permits issued, and units completed, the fulfillment of the RHNA allocation is based only on building permit issuance. The added 351 units from building permits issued in 2022 brings the **total count to 1,573 units for this cycle of the RHNA allocation**. The RHNA allocation for Burlingame for the RHNA 5 cycle was 863 units, so this total exceeds the allocation by 710 units (182.3% of the RHNA 5 allocation).

[1] This does not include projects where an existing single-unit dwelling is replaced with a new single-unit dwelling because there would not be a net increase in units on the property. However, it includes new Accessory Dwelling Units (ADUs) if they represent a net increase in numbers of units on a property.

While the 779 units approved in 2022 were entitled during the RHNA 5 cycle, they will be allowed to count towards the upcoming RHNA 6 cycle once building permits are issued.

Table B provides a summary of building permit activity sorted by affordability levels. Of the 351 building permits issued in 2022, **43 were for Below Market Rate (BMR) units** affordable to Low Income households (50-80% of Area Median Income, or "AMI"). Of the 1,573 building permits issued so far for this cycle of the RHNA allocation, 270 (17%) were for Below Market Rate (BMR) units affordable to Moderate, Low, or Very Low Income households.

Accessory Dwelling Units (ADUs) are counted towards RHNA allocations as net new housing units. In recent years, the State Legislature has passed a number of bills intended to encourage the construction of ADUs. In 2022, the City received 60 ADU applications. Building permits were issued for 45 ADUs; this number includes both ADU applications submitted in 2022, as well as in previous years.

Burlingame's progress in meeting its RHNA targets for this housing cycle (2015-2023) is summarized as follows:

TABLE 2: BUILDING PERMITS ISSUED 2015-2021
RHNA 5 HOUSING ELEMENT CYCLE

Income Level	RHNA	Building Permits Issued	% of RHNA Goal
Very Low	276	82	29.7%
Low	144	116	80.6%
Moderate	155	72	46.5%
Above Moderate	288	1,303	452.4%
Total:	**863**	**1,573**	**182.3%**

These reports are informational only and do not change adopted policies or authorize any action or expenditure of funds. These reports are being prepared in compliance with California Government Code Section 65400; once the Council has acknowledged that the Housing Element Annual Progress Reports have been provided for review, staff will forward the reports to HCD and OPR.

Housing Element Update

Over the past two years, the City prepared the update of the Housing Element for the next housing cycle (RHNA 6), which will cover the 2023 – 2031 timeframe. A Public Review Draft was released on December 28, 2022. Following the public review period, the draft was submitted to the State of California Department of Housing and Community Development (HCD) on February 17, 2023. HCD has up to 90 days to review the draft and provide comments. The draft may be reviewed on the Housing Element web page at www.burlingame.org/housingelement.

Housing Fund/Commercial Linkage Fees

Affordable housing impact fees are used to support and build new homes for lower-income residents. The fees can be charged to developers of new residential projects and used for land purchase, construction costs, or site rehabilitation related to providing workforce housing.

On June 19, 2017, the City Council adopted an ordinance establishing commercial linkage fees for new commercial development in Burlingame, and on April 1, 2019, it adopted residential impact fees for new

residential development in Burlingame. Over time, these fees will provide a dedicated source of funding for programs supporting workforce housing in Burlingame.

The City Council Housing Fund Subcommittee has been formed with the intent to direct policies and programs for use of commercial linkage fees and residential impact fees that have been collected from new development projects (the "Housing Fund"). Mayor Brownrigg and Vice Mayor Colson comprise the Subcommittee.

Given the large sums and the many possible uses of the funds, a community advisory committee has been formed to discuss the use and prioritization of housing funds. Known as the Housing, Opportunity, Priorities and Education (HOPE) Community Advisory Committee, the committee includes a range of community members who have interest in housing matters. To date the committee has met twice, and two more meetings are planned over the next two months. At the conclusion of its work, the committee will provide recommendations to the City Council on prioritization of the uses of housing funds. Information including slide presentations and informational documents can be found on the HOPE committee web page at www.burlingame.org/hope.

The housing fund currently has a balance of approximately $8,700,000. Within the next two years, commercial linkage fees of slightly more than $62M might be collected if all projects currently under review are approved and built. The figure may be higher if projects do not receive the discount for prevailing/area wages, but based on experience with large commercial projects currently under construction, staff anticipates that most if not all new commercial projects will utilize prevailing/area wages.

Prohousing Burlingame

While the APR provides a comprehensive overview of housing applications, approvals, and construction, a more narrative format can be helpful for conveying Burlingame's record for housing production. Staff has prepared a web page titled "Prohousing Burlingame" that provides a user-friendly overview of housing production in Burlingame: www.burlingame.org/prohousing. A screenshot of the exhibit is attached for reference.

The term "prohousing" is intended to align with the State's "Prohousing Designation Program." The Prohousing Designation Program is intended to create incentives for jurisdictions that are compliant with state housing element requirements and that have enacted local policies that promote housing production. The program provides incentives to cities and counties in the form of additional points or other preference in the scoring of competitive housing, community development, and infrastructure programs.

Staff has reviewed the Prohousing Designation Program criteria and believes the City of Burlingame may qualify once its 2023-2031 Housing Element is certified and adopted. Staff will bring the matter to the City Council for consideration upon adoption of the Housing Element.

FISCAL IMPACT

There is no impact to the General Fund from the preparation of the Housing Element Annual Progress Report.

The Housing Element Update is being funded through a California Department of Housing and Community Development (HCD) Local Early Action Planning (LEAP) grant and through the General Fund. The FY 2020-21 Operating and Capital Budgets included a CIP project for an update to the Housing Element and Housing related activities in the amount of $259,500, of which $150,000 is reimbursable through the LEAP Grant.

Funds from commercial linkage and residential impact fees are required to be spent on affordable workforce housing. These funds are maintained in a separate account dedicated to affordable workforce housing and cannot be used for other purposes.

Exhibits:

- Housing Element Annual Progress Report – Calendar Year 2022
  - 2022 Summary Table
  - Table A: Housing Development Applications Submitted
  - Table A2: Annual Building Activity Report Summary – New Construction, Entitled, Permits and Completed Units
  - Table B: Permitted Units Issued by Affordability
  - Table D: Project Implementation Status pursuant to GC Section 65583
  - Local Early Action Planning (LEAP) Reporting Table

  The following tables were not included because they are optional or not applicable:
  - *Table C: Sites Identified or Rezoned to Accommodate Shortfall Housing Need And No Net-Loss Law (None in 2022 – Not Applicable)*
  - *Table E: Commercial Development Bonus Approved pursuant to GC Section 65915.7 (None in 2022 – Not Applicable)*
  - *Table F: Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c) (Optional Table – Not Included)*
  - *Table G: Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of (None in 2022 – Not Applicable)*
  - *Table H: Locally Owned Surplus Sites (None in 2022 – Not Applicable)*
  - *Table I: Units Constructed Pursuant to Government Code 65852.21 and Applications for Lot Splits Pursuant to Government Code 66411.7 (SB9) (None in 2022 – Not Applicable)*
  - *Table J: Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915 (None in 2022 – Not Applicable)*

- Prohousing Burlingame webpage screenshot – www.burlingame.org/prohousing

Jurisdiction	Burlingame	
Reporting Year	2022	(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	43
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		308
Total Units		**351**

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	311	0	0
SFD	0	0	0
2 to 4	0	0	0
5+	420	306	128
ADU	48	45	32
MH	0	0	0
Total	**779**	**351**	**160**

Housing Applications Summary	
Total Housing Applications Submitted:	62
Number of Proposed Units in All Applications Received:	190
Total Housing Units Approved:	43
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	1
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

Jurisdiction	Burlingame	
Reporting Year	2022	(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

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 Law 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)	Ddi the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions reqested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Notes+
Summary Row: Start Data Entry Below								69	0	0	0	6	0	115	190	43	0					
	025-150-010	1875 California Dr	Eucalyptus Grove Apts		5+	R	8/4/2022	69						0	69			Yes-But no action	Yes	Yes	Pending	
	029-204-120, 029-	1200 Howard Ave			5+	O	9/9/2022					6		55	61			No	Yes	Yes	Pending	
		1585 Cypress Ave			ADU	R	1/5/2022							1	1	1	0		No	N/A	Approved	
		1369 Columbus Ave			ADU	R	1/14/2022							1	1	1	0		No	N/A	Approved	
		1311 CAPUCHINO AVENUE			ADU	R	1/18/2022							1	1	1	0		No	N/A	Approved	
		1321 DE SOTO AVENUE			ADU	R	1/18/2022							1	1	1	0		No	N/A	Approved	
		1425 CASTILLO AVENUE			ADU	R	2/4/2022							1	1	1	0		No	N/A	Approved	
		1745 HUNT DR			ADU	R	2/10/2022							1	1	1	0		No	N/A	Approved	
		1452 LAGUNA AVE			ADU	R	2/25/2022							1	1	1	0		No	N/A	Approved	
		25 HUMBOLDT S			ADU	R	4/7/2022							1	1	1	0		No	N/A	Approved	
		2229 ADELINE DRIVE			ADU	R	4/8/2022							1	1	1	0		No	N/A	Approved	
		2142 ROOSEVELT AVENUE			ADU	R	4/8/2022							1	1	1	0		No	N/A	Approved	
		1104 VANCOUVER			ADU	R	4/21/2022							1	1	1	0		No	N/A	Approved	
		721 BAYSWATER AVENUE			ADU	R	4/22/2022							1	1	1	0		No	N/A	Approved	
		713 HOWARD AVENUE			ADU	R	4/22/2022							1	1	1	0		No	N/A	Approved	
		2849 RIVERA DRIVE			ADU	R	4/25/2022							1	1				No	N/A	Pending	
		1114 GROVE AVE			ADU	R	4/27/2022							1	1				No	N/A	Pending	
		409 BURLINGAME AVENUE			ADU	R	5/4/2022							1	1	1	0		No	N/A	Approved	
		400 DWIGHT ROAD			ADU	R	5/4/2022							1	1	1	0		No	N/A	Approved	
		1617 CHAPIN AVENUE			ADU	R	5/5/2022							1	1	1	0		No	N/A	Approved	
		1464 DRAKE AVENUE			ADU	R	5/6/2022							1	1	1	0		No	N/A	Approved	
		1115 PALM AVE			ADU	R	6/1/2022							1	1	1	0		No	N/A	Approved	
		129 COSTA RICA AVENUE			ADU	R	6/1/2022							1	1	1	0		No	N/A	Approved	
		2826 ARGUELLO DRIVE			ADU	R	6/7/2022							1	1	1	0		No	N/A	Approved	
		1552 CYPRESS AVENUE			ADU	R	6/14/2022							1	1	1	0		No	N/A	Approved	
		912 LINDEN AVE			ADU	R	6/17/2022							1	1	1	0		No	N/A	Approved	
		132 OCCIDENTAL			ADU	R	6/17/2022							1	1				No	N/A	Pending	
		1353 COLUMBUS AVENUE			ADU	R	6/17/2022							1	1	1	0		No	N/A	Approved	
		1420 CASTILLO AVENUE			ADU	R	7/5/2022							1	1	1	0		No	N/A	Approved	
		801 BURLINGAME AVENUE			ADU	R	7/8/2022							1	1	1	0		No	N/A	Approved	
		712 VERNON WAY			ADU	R	7/11/2022							1	1	1	0		No	N/A	Approved	
		121 OCCIDENTAL AVENUE			ADU	R	7/15/2022							1	1	1	0		No	N/A	Approved	
		752 CROSSWAY ROAD			ADU	R	7/18/2022							1	1	1	0		No	N/A	Approved	
		2316 EASTON DRIVE			ADU	R	7/21/2022							1	1	1	0		No	N/A	Approved	
		1842 LOYOLA DR			ADU	R	7/27/2022							1	1				No	N/A	Pending	
		1432 DRAKE AVENUE			ADU	R	7/27/2022							1	1	1	0		No	N/A	Approved	
		2804 ARGUELLO DRIVE			ADU	R	7/27/2022							1	1	1	0		No	N/A	Approved	
		909 ROSE CT			ADU	R	8/1/2022							1	1	1	0		No	N/A	Approved	
		732 VERNON WAY			ADU	R	8/8/2022							1	1	1	0		No	N/A	Approved	
		1216 CORTEZ AVE			ADU	R	8/26/2022							1	1	1	0		No	N/A	Approved	
		1116 ROSEDALE AVE			ADU	R	8/26/2022							1	1				No	N/A	Pending	
		1512 BALBOA AVE			ADU	R	9/8/2022							1	1	1	0		No	N/A	Approved	
		1535 ALTURAS DR			ADU	R	9/16/2022							1	1	1	0		No	N/A	Approved	
		367 LEXINGTON WAY			ADU	R	9/19/2022							1	1	1	0		No	N/A	Approved	
		2649 MARTINEZ DR			ADU	R	10/7/2022							1	1				No	N/A	Pending	
		321 BLOOMFIELD RD			ADU	R	10/14/2022							1	1	1	0		No	N/A	Approved	
		2613 MARTINEZ DR			ADU	R	10/21/2022							1	1	1	0		No	N/A	Pending	
		1100 MILLS AVE			ADU	R	10/25/2022							1	1				No	N/A	Pending	
		833 ALPINE AVE			ADU	R	11/2/2022							1	1	1	0		No	N/A	Approved	
		832 FAIRFIELD RD			ADU	R	11/6/2022							1	1				No	N/A	Pending	
		2 TOLEDO CT			ADU	R	11/16/2022							1	1				No	N/A	Pending	
		2515 POPPY DR			ADU	R	11/16/2022							1	1				No	N/A	Pending	
		2515 POPPY DR			ADU	R	11/16/2022							1	1				No	N/A	Pending	
		1000 DRAKE AVE			ADU	R	11/18/2022							1	1				No	N/A	Pending	
		818 LAUREL AVE			ADU	R	11/18/2022							1	1	1	0		No	N/A	Approved	
		2304 VALDIVIA WAY			ADU	R	11/24/2022							1	1	1	0		No	N/A	Approved	
		1317 PALOMA AVE			ADU	R	12/14/2022							1	1				No	N/A	Pending	
		164 PEPPER AVE			ADU	R	12/15/2022							1	1				No	N/A	Pending	
		1819 HILLSIDE DR			ADU	R	12/20/2022							1	1	1	0		No	N/A	Approved	
		12 ARUNDEL RD			ADU	R	12/22/2022							1	1				No	N/A	Pending	
		1041 CAPUCHINO AVE			ADU	R	12/22/2022							1	1				No	N/A	Pending	
		24 ANITA RD			ADU	R	12/27/2022							1	1				No	N/A	Pending	

Jurisdiction	Burlingame	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

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Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A2

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

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement									Affordability by Household Incomes - Building Permits									Affordability by Household Incomes - Certificates of Occupancy										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				Notes
1					2	3	4							5	6	7							8	9	10							11	12	13	14	15	16	17	18	19	20			21	22	23	24	25
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	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 Date Issued	# of Units Issued Building Permits	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) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness	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)	Notes+
Summary Row: Start Data Entry Below							22	0	35	0	0	0	722		779	0	0	43	0	0	0	308		351	0	0	0	0	13	0	147		160	0	0						18		0					
	025-161-110	1766 El Camino Real			SFA	R	22						289	6/13/2022	311									0									0	0	N	Y		DB		55	0			30.0%	4	Development Standards Modification	Yes	
	025-166-230, 025-166-240	1855-81 Rollins Road			5+	R			35				385	9/26/2022	420									0									0	0	N	Y		DB		55	0			20.0%	2	Development Standards Modification	No	
029-235-16, 170,180 190, 200, 210, 220	029-235-290	920 Bayswater Ave	Bayswater Apts		5+	R								8/13/2018	0								2/3/2020	0					13		115	12/7/2022	128	0	N	Y		DB		30	15	Demolished	O	10.0%	1	Development Standards Modification	No	
	029-112-050	1433 Floribuunda Ave			5+	O								9/24/2018	0							8	1/5/2022	8									0	0	N	Y					3	Demolished	R					
	025-280-480	30 Ingold Rd			5+	R								10/13/2020	0			43				255	9/16/2022	298									0	0	N	Y		DB		55	0			33.6%	1	Development Standards Modification	No	
		1585 CYPRESS AVENUE			ADU								1	1/19/2022	1									0									0	0	N	Y					0							
		127 CLARENDON ROAD			ADU								1	2/1/2022	1									0									0	0	N	Y					0							
		1321 DE SOTO AVENUE			ADU								1	2/7/2022	1									0									0	0	N	Y					0							
		780 WILLBOROUGH PLACE			ADU								1	2/7/2022	1									0									0	0	N	Y					0							
		1314 DE SOTO AVENUE			ADU								1	2/8/2022	1									0									0	0	N	Y					0							
		1261 DRAKE AVENUE			ADU								1	2/14/2022	1									0									0	0	N	Y					0							
		1355 DRAKE AVENUE			ADU								1	2/14/2022	1									0									0	0	N	Y					0							
		1412 MILLS AVE			ADU								1	2/14/2022	1									0									0	0	N	Y					0							
		1123 LINCOLN AVENUE			ADU								1	2/15/2022	1									0									0	0	N	Y					0							
		1311 CAPUCHINO AVENUE			ADU								1	2/15/2022	1									0									0	0	N	Y					0							
		2651 SUMMIT DRIVE			ADU								1	2/15/2022	1									0									0	0	N	Y					0							
		1452 LAGUNA AVE			ADU								1	3/3/2022	1									0									0	0	N	Y					0							
		1745 HUNT DR			ADU								1	3/3/2022	1									0									0	0	N	Y					0							
		1315 SANCHEZ AVE			ADU								1	4/5/2022	1									0									0	0	N	Y					0							
		128 ELM AVE			ADU								1	4/7/2022	1									0									0	0	N	Y					0							
		501 BAYSWATER AVE			ADU								1	4/7/2022	1									0									0	0	N	Y					0							
		1536 COLUMBUS AVENUE			ADU								1	4/12/2022	1									0									0	0	N	Y					0							
		1617 RALSTON AV			ADU								1	4/12/2022	1									0									0	0	N	Y					0							
		721 BAYSWATER AVENUE			ADU								1	5/5/2022	1									0									0	0	N	Y					0							
		25 HUMBOLDT S			ADU								1	5/25/2022	1									0									0	0	N	Y					0							
		2201 HILLSIDE DRIVE			ADU								1	5/31/2022	1									0									0	0	N	Y					0							
		1273 BALBOA AVENUE			ADU								1	6/3/2022	1									0									0	0	N	Y					0							
		309 CHAPIN LANE			ADU								1	6/3/2022	1									0									0	0	N	Y					0							
		1369 COLUMBUS AVENUE			ADU								1	6/9/2022	1									0									0	0	N	Y					0							
		320 BLOOMFIELD ROAD			ADU								1	6/13/2022	1									0									0	0	N	Y					0							
		400 DWIGHT ROAD			ADU								1	6/17/2022	1									0									0	0	N	Y					0							
		409 BURLINGAME AVENUE			ADU								1	6/17/2022	1									0									0	0	N	Y					0							
		1617 CHAPIN AVENUE			ADU								1	7/5/2022	1									0									0	0	N	Y					0							
		129 COSTA RICA AVENUE			ADU								1	7/7/2022	1									0									0	0	N	Y					0							
		2142 ROOSEVELT AVENUE			ADU								1	7/7/2022	1									0									0	0	N	Y					0							
		1420 CASTILLO AVENUE			ADU								1	7/15/2022	1									0									0	0	N	Y					0							
		1425 CASTILLO AVENUE			ADU								1	7/18/2022	1									0									0	0	N	Y					0							
		2826 ARGUELLO DRIVE			ADU								1	7/28/2022	1									0									0	0	N	Y					0							
		712 VERNON WAY			ADU								1	8/17/2022	1									0									0	0	N	Y					0							
		2229 ADELINE DRIVE			ADU								1	8/19/2022	1									0									0	0	N	Y					0							
		801 BURLINGAME AVENUE			ADU								1	8/31/2022	1									0									0	0	N	Y					0							
		1552 CYPRESS AVENUE			ADU								1	9/6/2022	1									0									0	0	N	Y					0							
		1104 VANCOUVER			ADU								1	9/14/2022	1									0									0	0	N	Y					0							
		713 HOWARD AVENUE			ADU								1	9/27/2022	1									0									0	0	N	Y					0							
		1432 DRAKE AVENUE			ADU								1	10/4/2022	1									0									0	0	N	Y					0							
		909 ROSE CT			ADU								1	10/12/2022	1									0									0	0	N	Y					0							
		752 CROSSWAY ROAD			ADU								1	10/21/2022	1									0									0	0	N	Y					0							
		2804 ARGUELLO DRIVE			ADU								1	10/26/2022	1									0									0	0	N	Y					0							
		121 OCCIDENTAL AVENUE			ADU								1	11/2/2022	1									0									0	0	N	Y					0							
		1216 CORTEZ AVE			ADU								1	11/2/2022	1									0									0	0	N	Y					0							
		2316 EASTON DRIVE			ADU								1	12/12/2022	1									0									0	0	N	Y					0							
		732 VERNON WAY			ADU								1	12/12/2022	1									0									0	0	N	Y					0							
		321 BLOOMFIELD RD			ADU								1	12/16/2022	1									0									0	0	N	Y					0							
		1901 HILLSIDE DR			ADU									12/16/2022	0							1	1/3/2022	1									0	0	N	Y					0							
		1701 BROADWAY			ADU										0							1	1/28/2022	1									0	0	N	Y					0							
		2411 EASTON DR			ADU										0							1	1/28/2022	1									0	0	N	Y					0							
		434 BLOOMFIELD ROAD			ADU										0							1	2/8/2022	1									0	0	N	Y					0							
		1532 RALSTON AVENUE			ADU										0							1	2/10/2022	1									0	0	N	Y					0							
		1800 BARROILHET AVENUE			ADU										0							1	2/15/2022	1									0	0	N	Y					0							
		1136 CAMBRIDGE ROAD			ADU										0							1	2/22/2022	1									0	0	N	Y					0							
		1110 MARQUITA AVENUE			ADU										0							1	2/25/2022	1									0	0	N	Y					0							
		1528 COLUMBUS AVE			ADU										0							1	3/10/2022	1									0	0	N	Y					0							
		1365 VANCOUVER AVENUE			ADU										0							1	24-Mar	1									0	0	N	Y					0							
		2013 EASTON DRIVE			ADU										0							1	3/29/2022	1									0	0	N	Y					0							
		1333 LAGUNA AVENUE			ADU										0							1	4/4/2022	1									0	0	N	Y					0							
		810 ALPINE AVENUE			ADU										0							1	4/15/2022	1									0	0	N	Y					0							
		1555 LOS ALTOS DR			ADU										0							1	5/6/2022	1									0	0	N	Y					0							
		2508 VALDIVIA WAY			ADU										0							1	5/16/2022	1									0	0	N	Y					0							
		2609 HILLSIDE DR UNIT A			ADU										0							1	5/24/2022	1									0	0	N	Y					0							
		833 MAPLE AVE			ADU										0							1	5/24/2022	1									0	0	N	Y					0							
		2116 HALE DR A			ADU										0							1	5/25/2022	1									0	0	N	Y					0							
		1123 LINCOLN AVE A			ADU										0							1	6/2/2022	1									0	0	N	Y					0							
		1585 CYPRESS AVE UNIT A			ADU										0							1	6/3/2022	1									0	0	N	Y					0							
		1314 DE SOTO AVE A			ADU										0							1	6/8/2022	1									0	0	N	Y					0							
		1549 BURLINGAME AVE			ADU										0							1	6/14/2022	1									0	0	N	Y					0							
		127 CLARENDON ROAD			ADU										0							1	6/16/2022	1									0	0	N	Y					0							
		1321 DE SOTO AVE			ADU										0							1	6/16/2022	1									0	0	N	Y					0							
		2957 MARIPOSA DRIVE			ADU										0							1	6/23/2022	1									0	0	N	Y					0							
		608 HOWARD AVE UNIT A			ADU										0							1	6/27/2022	1									0	0	N	Y					0							
		2216 EASTON DR UNIT			ADU										0							1	7/6/2022	1									0	0	N	Y					0							
		1423 CALIFORNIA DR A			ADU										0							1	7/25/2022	1									0	0	N	Y					0							
		3051 ARGUELLO DRIVE			ADU										0							1	7/27/2022	1									0	0	N	Y					0							
		1700 SANCHEZ AVENUE			ADU										0							1	8/4/2022	1									0	0	N	Y					0							
		2312 HILLSIDE DR			ADU										0							1	8/8/2022	1									0	0	N	Y					0							
		1452 LAGUNA AVE UNIT 1452A			ADU										0							1	8/8/2022	1									0	0	N	Y					0							
		1745 HUNT DR			ADU										0							1	8/16/2022	1									0	0	N	Y					0							
		1012 BALBOA AVENUE			ADU										0							1	8/23/2022	1									0	0	N	Y					0							
		818 NEWHALL ROAD			ADU										0							1	8/24/2022	1									0	0	N	Y					0							
		128 ELM AVE			ADU										0							1	8/9/2022	1									0	0	N	Y					0							
		25 HUMBOLDT ROAD			ADU										0							1	8/14/2022	1									0	0	N	Y					0							
		409 BURLINGAME AVENUE			ADU										0							1	9/19/2022	1									0	0	N	Y					0							
		209 STANLEY RD			ADU										0							1	9/21/2022	1									0	0	N	Y					0							
		501 BAYSWATER AVENUE			ADU										0							1	9/22/2022	1									0	0	N	Y					0							
		1311 CAPUCHINO AVENUE			ADU										0							1	10/4/2022	1									0	0	N	Y					0							
		1617 CHAPIN AVE A			ADU										0							1	10/4/2022	1									0	0	N	Y					0							
		1617 RALSTON AVENUE			ADU										0							1	10/12/2022	1									0	0	N	Y					0							
		16 ARUNDEL RD			ADU										0							1	12/5/2022	1									0	0	N	Y					0							
		1369 COLUMBUS AVE			ADU										0							1	12/29/2022	1									0	0	N	Y					0							
		118 OCCIDENTAL AVENUE			ADU										0									0							1	1/12/2022	1	0	N	Y					0							
		737 CROSSWAY ROAD			ADU										0									0							1	1/26/2022	1	0	N	Y					0							
		2517 EASTON DRIVE			ADU										0									0							1	1/27/2022	1	0	N	Y					0							

Table A2

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

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement									Affordability by Household Incomes - Building Permits									Affordability by Household Incomes - Certificates of Occupancy											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				Notes
1					2	3	4								5	6	7								8	9	10								11	12	13	14	15	16	17	18	19	20			21	22	23	24	25
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	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 Date Issued	# of Units Issued Building Permits	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) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness	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)	Notes*
		1534 HOOVER AVENUE			ADU										0																	1	1/27/2022	1	0	N	Y						0							
		916 OAK GROVE AVENUE			ADU										0																	1	1/28/2022	1	0	N	Y						0							
		609 BURLINGAME AVENUE			ADU										0																	1	2/4/2022	1	0	N	Y						0							
		917 LINDEN AVENUE			ADU										0																	1	2/10/2022	1	0	N	Y						0							
		2615 EASTON DRIVE			ADU										0																	1	2/22/2022	1	0	N	Y						0							
		1012 CHULA VISTA AVENUE			ADU										0																	1	3/1/2022	1	0	N	Y						0							
		1000 BURLINE AVENUE			ADU										0																	1	3/3/2022	1	0	N	Y						0							
		748 CROSSWAY ROAD			ADU										0																	1	3/4/2022	1	0	N	Y						0							
		2217 DAVIS DRIVE			ADU										0																	1	3/16/2022	1	0	N	Y						0							
		1417 CORTEZ AVENUE			ADU										0																	1	3/21/2022	1	0	N	Y						0							
		1428 CABRILLO AVENUE			ADU										0																	1	3/21/2022	1	0	N	Y						0							
		785 FARRINGDON LANE			ADU										0																	1	3/22/2022	1	0	N	Y						0							
		912 PARK AVENUE			ADU										0																	1	3/28/2022	1	0	N	Y						0							
		478 CUMBERLAND ROAD			ADU										0																	1	3/30/2022	1	0	N	Y						0							
		1024 NEWHALL ROAD			ADU										0																	1	5/25/2022	1	0	N	Y						0							
		1500 BERNAL AVENUE			ADU										0																	1	6/20/2022	1	0	N	Y						0							
		857 PALOMA AVE			ADU										0																	1	6/27/2022	1	0	N	Y						0							
		232 BLOOMFIELD ROAD			ADU										0																	1	8/10/2022	1	0	N	Y						0							
		1319 CALIFORNIA AVENUE			ADU										0																	1	8/26/2022	1	0	N	Y						0							
		1520 RALSTON AVENUE			ADU										0																	1	8/30/2022	1	0	N	Y						0							
		1037 CORTEZ AVENUE			ADU										0																	1	9/9/2022	1	0	N	Y						0							
		1520 RALSTON AVENUE			ADU										0																	1	9/28/2022	1	0	N	Y						0							
		1016 GROVE AVENUE			ADU										0																	1	10/11/2022	1	0	N	Y						0							
		71 LOMA VISTA DRIVE			ADU										0																	1	10/11/2022	1	0	N	Y						0							
		16 ARUNDEL ROAD			ADU										0																	1	11/28/2022	1	0	N	Y						0							
		810 ALPINE AVENUE			ADU										0																	1	11/30/2022	1	0	N	Y						0							
		1112 OXFORD AVENUE			ADU										0																	1	12/7/2022	1	0	N	Y						0							
		1523 OWIPIN AVENUE			ADU										0																	1	12/12/2022	1	0	N	Y						0							
		23 HUMBOLDT ROAD			ADU										0																	1	12/12/2022	1	0	N	Y						0							

Jurisdiction	Burlingame	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Income Level		1 RHNA Allocation by Income Level		2 2015	2016	2017	2018	2019	2020	2021	2022	2023	3 Total Units to Date (all years)	4 Total Remaining RHNA by Income Level
Very Low	Deed Restricted	276	-	-	-	-	-	-	82	-	-	-	82	194
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	144	-	-	-	-	-	-	35	38	43	-	116	28
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	155	-	-	-	-	29	-	28	15	-	-	72	83
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Above Moderate		288	-	5	133	13	271	10	142	421	308	-	1,303	-
Total RHNA		863												
Total Units			-	5	133	13	300	10	287	474	351	-	1,573	305

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

	5 Extremely low-Income Need		2015	2016	2017	2018	2019	2020	2021	2022	2023	6 Total Units to Date	7 Total Units Remaining
Extremely Low-Income Units*	138		-	-	-	-	-	-	-	-	-	-	138

*Extremely low-income houisng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.
Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).
Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.
Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Burlingame	
Reporting Year	2022	(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(A-1) - Maintenance of Public Facilities. In residential neighborhoods continue the maintenance and enhancement of public facilities such as streets, water supply and drainage by allocations from the general fund, gas tax revenue and, where appropriate, conditions of development.	Continue maintenance programs for public facilities.	Ongoing	Maintenance of public facilities projects includes maintenance and improvements to city parks, street maintenance, street cleaning, new Community Center, etc. This is an ongoing program, but it has been removed from the draft RHNA 6 Housing Element as it does not have a specific goal or timeframe and does not advance meaningful production or preservation of affordable housing.
Program H(A-2) - Housing Rehabilitation. Through the City's Code Enforcement Program, continue the program of contacting owners of structures that appear to be overcrowded, declining or in need of repair. Refer property owners to the Rehabilitation Loan Program administered by San Mateo County to assist qualified homeowners in making necessary repairs to structures in need of rehabilitation.	Rehabilitate 20 housing units.	Ongoing	Code enforcement staff is aware of this program and refers property owners as needed. Referrals have included enforcement of non-permitted Accessory Dwelling Units (ADUs) thorugh amnesty approval. However the number of units improved or rehabilitated has not been quantified. Peninusla Clean Energy offers home upgrade programs that can be helpful in rehabilitation projects. Its low-income home upgrade and electrification program offers up to $8,000 for home repairs, energy efficiency, and electrification measures. The City is establishing the Housing Opportunity, Priorities and Education (HOPE) Community Advisory Committee (CAC) in Q1 2023 to discuss how to prioritize spending funds accrued from commercial linkage fees. One of these options is rehabilitation funding for property improvements, such as soft-story retrofits and/or energy efficiency upgrades. Peninusla Clean Energy offers home upgrade programs that can be helpful in rehabilitation projects. Its low-income home upgrade and electrification program offers up to $8,000 for home repairs, energy efficiency, and electrification measures. City Council may be considering rehabilitation funding that could be tied to property improvements such as soft-story retrofits and/or energy efficiency
Program H(A-3) - Allow fee waivers for affordable rehabilitation. Consider amendment to the Master Fee Schedule to allow for waiver of permit fees for rehabilitation of affordable housing achieved through San Mateo County programs, through non-profit agencies or through other means, including Federal Programs and to provide incentives for property owners to maintain their properties.	Rehabilitate 75 affordable units.	Within 1 year of adoption of Housing Element	Building permit fees are reduced for non-profit rehabilitation programs such as Christmas in April and Rebuilding Together. Fees have also been reduced or waived for city-initiated projects, including an affordable housing development currently under construction and an additional affordable housing development under review. In total 192 affordable units have had fee waivers. The City Council is considering fee waivers for rehabilitation for earthquake retrofits and/or energy upgrades, to be considered by the end of 2023. This program has been combined with the above program, viewable in the draft RHNA 6 Element as program E-1, The City aims to retrofit 10 multifamily buildings each year between 2023-2031. As part of establishing the Housing Opportunity, Priorities and Education (HOPE) Community Advisory Committee (CAC) in Q1 2023, members will be asked to consider establishing a rehabilitation fund using funds accrued from commercial linkage fees in order to assist property owners with retrofits.
Program H(A-4) - Discourage condominium conversions. Maintain the existing zoning controls which prohibit conversion of residential rental projects with fewer than 21 units to condominiums, and which contain strict regulations prohibiting conversion of less than 21 units to condominiums.	No conversion of existing rental stock to condominiums.	Completed	The City continues to preserve rental housing stock with the implementation of Chapter 26.32 of the subdivision ordinance. No rental apartments were converted to condominiums during the RHNA 5 timeframe. This is an ongoing program to preserve affordable rental housing stock and can be viewed in the draft RHNA 6 Element as program E-2.
Program H(A-5) - Prevent conversion of residential units to non-residential use. Amend zoning code to require a conditional use permit for any project where residential units are proposed to be replaced by non-residential use.	Retain existing housing stock.	Within 1 year of adoption of Housing Element	The City is compliant with SB-330, disallowing residential units to be removed without replacement.

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Name of Program	**Objective**	**Timeframe in H.E**	**Status of Program Implementation**
Program H(A-6) - Ensure affordability of existing units. Continue the relationship with the County of San Mateo Department of Housing for administration of Block Grant funds for housing programs; encourage use of available programs (such as HOME) to assist non-profit housing corporations in acquiring, rehabilitating and managing apartment units for long-term affordability.	**Utilize funds to assist 20 units to achieve long term affordability.**	**Ongoing**	**No units have been ensured affordability under this program. However the City is committed to providing funds to local non-profits that provide the services enumerated in program A-6 (Samaritan House, LifeMoves, etc.).** **A revised goal has been adopted in the draft RHNA 6 Element to utilize funds to assist 40 units achieve long-term affordability. As part of establishing the Housing Opportunity, Priorities and Education (HOPE) Community Advisory Committee (CAC) in Q1 2023, members will be asked to consider whether the City should utilize funds accrued from commercial linkage fees to acquire and preserve affordable housing units throughout the City.**
Program H(A-7) - Determine code compliance, structural deficiencies of existing residences upon sale. Continue program that assists in research of residential records upon the request of realtors or potential home buyers	**Continue assistance to potential home buyers.**	**Ongoing**	**Planning and Building Division staff regularly assists potential buyers and realtors in locating records to determine the permit history of a property prior to purchase.** **This is an ongoing program, but it has been removed from the draft RHNA 6 Element as it lacks specific goals or metrics and does not advance meaningful production or preservation of affordable housing.**
Program H(A-8) - Residential design review. Continue implementation of residential design review and zoning regulations including setbacks, floor area ratio, declining height; continue implementation of single family design review guidelines adopted in 1998.	**Process 250 applications for residential design review.**	**Ongoing**	**Proposals for new single family dwellings, multifamily dwellings, and some duplexes are subject to the Design Review process before Planning Commission approval. The objective had been reached by the end of 2022.**
Program H(B-1) - Public awareness of anti-discrimination laws and policies. Continue to fund the Code Enforcement Officer position and coordination with Community Development Department code enforcement activities; provide information handouts; inform the public and local realtors about equal housing laws and recourse available in case of violations; refer complaints to California Department of Fair Employment and Housing; refer complaints regarding discrimination to La Raza Central Legal, a nonprofit community law center which works with local tenants to resolve landlord/tenant issues. Information will be posted and available at public locations, such as City Hall, the library and the recreation center.	**Continue referral activities through Code Enforcement Program.**	**Ongoing**	**Information is provided and referrals are made to assist the public with issues regarding fair housing laws. In addition the City, in conjunction with the County of San Mateo Home for All initiative, held two community engagement activities to publicize housing resources and get public input on housing needs in Burlingame. Significant outreach efforts have been made for this workshop to include all sectors of the Burlingame community. Further outreach is being coordinated with the 21 Elements consortium for countywide housing policy community engagement. Furthermore, the city's affordable housing administrator Housekeys hosts workshops for those interested in below-market rate units in Burlingame.**
Program H(B-2) - Implement an outreach program for persons with disabilities. Work with agencies such as the Golden Gate Regional Center, a state-funded nonprofit organization serving individuals with developmental disabilities in Marin, San Francisco and San Mateo counties, InnVision Shelter Network, CALL Primrose, and Center for Independence of Individuals with Disabilities to implement an outreach program that informs families in Burlingame about housing and services available for persons with disabilities. The program could include the development of an informational brochure, providing information on services on the City's website, and providing housing-related training for individuals/families through workshops.	**Provide information regarding housing to families of persons with developmental disabilities.**	**Develop outreach material within 2 years of HE adoptions**	**Information regarding housing services available for person with disabilities is provided by the City during Building workshops and by staff on specific projects where this situation applies. The City, in conjunction with the County of San Mateo Home for All initiative, has held two community engagement meetings plus several outreach activities to publicize housing resources and get public input on housing needs in Burlingame. There has been significant outreach to multiple organizations, including organizations representing persons with disabilities. The city maintains referral information on the website.**
Program H(B-3) - Community amenities for rentals. Encourage the inclusion of communal amenities in new rental developments (i.e. community rooms, play structures, laundry facilities) where feasible and provision of which does not impair achievement of maximum densities or the financial feasibility of developing housing affordable to lower-income households.	**Promote attractive rental opportunities.**	**Ongoing**	**When reviewing multifamily projects, staff and the Planning Commission request that the developer provide additional amenities for the residents; this is an ongoing request from both the Planning Commission and City Council as well. Planning staff has seen an increase in submittals that include outdoor living rooms with water features, firepits, barbeque areas, bocce ball courts, community rooms and gyms.**

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Program H(C-1) - Refer eligible employees to housing assistance programs. Train staff about current opportunities; make available brochures and contact information to eligible residents who inquire about availability of programs. Refer eligible residents to CDBG programs administered by the County Office of Housing and Community Development.	**Provide information and housing assistance with eligible employees**	**Ongoing**	**The City has a Housing page to provide referrals and housing applications within the County. The City promotes the first-time home buyer workshops presented by HEART of San Mateo County and includes information in the City newsletter. Staff posts home-sharing flyers offered through HIP Housing in breakrooms for employees. This is an ongoing program. The City continues to promote workshops offered through HEART, HIP Housing and Housekeys to employees as applicable.**
Program H(C-2) - Provide incentives for developers to include affordable units in new residential projects. 1. Amend the Inclusionary Housing Ordinance to comply with local and state legislative requirements. 2. Amend the Inclusionary Housing Ordinance or adopt a Density Bonus Ordinance to accommodate a Low- Income component of required affordable housing. 3. Amend the Inclusionary Housing Ordinance or adopt a Density Bonus Ordinance to encourage smaller unit sizes (i.e. studio, SROs, one- and two-bedroom units). 4. Amend the Inclusionary Housing Ordinance or adopt a Density Bonus Ordinance to extend the affordability time restrictions on subsidized housing. 5. Amend the zoning code to provide incentives to developers who provide additional affordable units and/or serve a broader range of income levels than that required by the Inclusionary Housing Ordinance or state density bonus requirements, such as reduced parking requirements, increased height limits, reduced landscaping requirements, flexible setback requirements and reduced fees.	**Provide 75 new affordable units Provide 50 percent of affordable units at Low-income levels.**	**Within 1 year of HE adoption**	**The Density Bonus Ordinance was amended and adopted in January 2015, and further updated in 2021, and includes items #1-4 . Action #5 is addressed through residential impact fees adopted in 2019, allowing in-lieu fees if affordable units are not provided. The City updated its zoning code in the North Burlingame Mixed Use and North Rollins Road Mixed Use areas that offer density bonuses and greater height allowance for projects incorporating affordable units. The Density Bonus Ordinance was revised as part of the Zoning Ordinance Update adopted in December 2021. 362 new affordable units have been approved between 2015 and 2022. Of those, 266 (73%) will be at Low- or Very Low-income levels. This program has been renewed as program C-2 in the draft RHNA 6 Element, with a revised goal of encouraging at least 50% of affordable units in a project to be provided at Low or Very-Low income levels. As part of establishing the Housing Opportunity, Priorities and Education (HOPE) Community Advisory Committee (CAC) in Q1 2023, members will be asked to consider whether the City should utilize funds accrued from commercial linkage fees to "buy down" units in new and existing projects to achieve deeper levels of ongoing affordability.**
Program H(C-3) - Consider adoption of a commercial impact in-lieu fee. Consider adopting a commercial in-lieu fee that would require developers of employment-generating commercial and industrial developments to contribute to the supply of low- and moderate-income housing through the provision of commercial in-lieu fees as prescribed in a nexus impact fee study.	**Provide 50 new housing units in the vicinity of public agency workplaces and commercial centers.**	**Ongoing**	**Commercial (linkage) impact fees were adopted by the City Council on July 3, 2017 as follows: - $7 SF – retail - $12 SF – hotel - $18 SF – office < 50,000 SF - $25 SF – office > 50,000 SF - Discounts apply for projects utilizing prevailing wages. A fesibility study to evaluate updating these fees was completed in 2022. The Village at Burlingame project on Lots F and N in downtown contains 132 units. The Housing Opportunity, Priorities and Education (HOPE) Community Advisory Committee (CAC) will be established in Q1 2023 to prioritize how to disburse funds accrued from these commercial linkage fees.**
Program H(C-5) - Encourage public agency partnerships to provide housing, reduce commute time, and facilitate retention of groups like teachers, public employees, hospital and service sector workers. Contact public agencies to encourage them to include a provision for housing in any facility expansion plans; disseminate information about available CDBG funded programs.	**Provide 50 new housing units in the vicinity of public agency workplaces and commercial centers.**	**Ongoing**	**The City approved workforce housing on City Parking Lots F & N (downtown) on December 11, 2018 for a total of 132 units. Construction is underway. Anticipated completion date: 2023.**

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Program H(D-1) - Increase affordability for elderly households. a. Continue to implement the second unit amnesty program to allow creation of accessible secondary units for the elderly; b. Continue to allow upon request curbside disabled accessible parking spaces in single family neighborhoods. c. Coordinate with San Mateo County Housing Authority to increase the number of Section 8 units for Burlingame's elderly population. d. Continue updating and distributing widely to local residents the Senior Resources Handbook: An Informational Guide for Burlingame Senior Citizens, Their Families and Caregivers. e. Continue to provide incentives for new senior housing by maintaining the code provision that allows reduced parking requirements for assisted living projects and other group residential facilities for the elderly. f. Continue City financial support to non-profit agencies which administer housing programs for seniors (home sharing, reverse mortgage). Planning staff to work with these agencies to facilitate implementation of their programs in Burlingame. g. Encourage non-profit housing groups to develop housing by having adequate	Provide 30 affordable units for the elderly. Increase number of Section 8 units for elderly by 5 units. Continue public education efforts.	Ongoing	This objective of this program was met with the construction of the Village at Burlingame, anticipated opening Q1 2023. That project includes 54 affordable senior units. The City is currently coordinating with the Peninsula Health Care District on planning for the Peninsula Wellness Community Master Plan which will include a variety of senior housing options, including hospice care, assisted and independent living facilities. The City revised the accessory dwelling unit (ADU) regulations in 2020 to comply with State requirements intended to facilitate the construction of affordable accessory dwelling units, including units suitable for the elderly. City staff has created a user friendly ADU handout to help residents understand the regulations to further streamline the ADU standards, in compliance with newly updated State requirements. The City issued entitlements or building permits for 75 ADUs in 2021. The City contributes funding to HIP Housing to support homesharing for seniors. Code Section 25.33.010 (a)(1) of the zoning code complies with Government Code Sections 65915 through 65918 for the purposes of granting residential density bonuses and the submission, review, and granting of incentives and concessions consistent with State law.
Program H(D-2) - Improve livability of housing units for disabled population. a. Implement the adopted Reasonable Accommodations Ordinance, which provides individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing by providing a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City. This policy offers a process to modify certain development standards, such as lot coverage and setback requirements for ramps and landings added to residences and group homes in order to provide access for the disabled. b. Continue to allow supportive and transitional housing in residential districts subject to the same restrictions that apply to other residential districts in the same zone. c. Help facilitate the acquisition of single-family homes to be converted into assisted living facilities for the developmentally	Facilitate use of County assistance and staff work with residents to modify 10 existing housing units to accommodate disabled.	Ongoing	Planning and Building Division staff is versed in the reasonable accommodations ordinance (Code Section 25.76) and works with applicants to utilize this section of the code. In addition, Public Works staff assists residents requesting disabled curb parking in residential areas as necessary. However the number of units modified to accommodate disabilities has not been quantified, as such modifications are typically included with more encompassing building permits.
Program H(D-3) - Add affordable housing units for single-parent households. Continue to assign staff to carry out the following actions: a. Work with the County Housing Authority to increase the number of Section 8 certificates for single-parent families. b. Work with the Human Investment Project for Housing (HIP), a non-profit housing corporation which administers a home-sharing program which is available for Burlingame residents. Develop literature regarding availability of housing programs; distribute to Burlingame residents. Continue City funding assistance.	Increase by 5 the number of Section 8 units for single parent households. Train staff and refer single parent households to shared housing program, IHN or other local providers	Ongoing	The specific objectives of this program were not met, as the City does not have any Section 8 units. Staff is aware of HIP Housing programs and refers interested parties to HIP. In addition, the City's newsletter also provides information on HIP's home share program, and information is listed on a web page dedicated to housing resources on the City's website as well as to City employees with advertisements in the break room.

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Program H(D-4) - Provide affordable studio or one- bedroom units for single occupants. a. Amend the zoning code to create zoning incentives that encourage the development of smaller, more affordable housing units for seniors and other single occupants, such as reduced parking requirements for units less than 900 square feet and other flexible development standards. b. Continue to allow secondary units per the Government Code. Continue to implement the Secondary Dwelling Unit Ordinance (adopted in 2011), which allows new secondary dwelling units subject to certain standards, including minimum lot size, maximum unit size and one of the units to be owner occupied. Continue to allow waiver of on-site parking for accessory dwelling units that are rented out to those with moderate incomes or below.	Provide affordable efficiency housing units on appropriate opportunity sites. Rezone properties with residential overlay Amend code to provide incentives for smaller units.	Completed	The City revised the accessory dwelling unit (ADU) regulations in 2020 to comply with State requirements which are intended to facilitate the construction of affordable accessory dwelling units including units suitable for the elderly. As part of the ADU code changes for compliance with newly updated State requirements, City staff also recommended code changes to the Planning Commission beyond those required by State Law which would relax regulations to make it easier to create ADUs, such as removing prohibitions on basement units and external basement entries.
Program H(D-5) - Provide local share of support for county-wide homeless programs a. Continue financial contributions to agencies which provide service to the homeless population in San Mateo County; continue to allow group facilities for the homeless in conjunction with church facilities as a conditional use; continue to support financially and work with local and non-profit providers in San Mateo b. Maintain the zoning code provisions that allow emergency shelters by right in the northern part of the RR (Rollins Road) zoning district. c. Implement the zoning code provisions that allow transitional and supportive housing by right in all zone districts which allow residential uses only subject to those restrictions that apply to other residential uses of the same type in the same zone.	Continue financial support of County-wide programs. Staff to continue to facilitate process necessary to provide such services in the city.	Ongoing	Each year the City Council evaluates Community Group Funding at the first Council meeting in June. The list of recipients includes HIP Housing, Inn Vision Shelter Network and Samaritan House, CALL Primrose Center and HIP Housing. In addition, the Council budget includes funding sufficient for membership in HEART and a County Homeless Outreach Team contribution.
Program H(E-1) - Energy conservation for major residential construction In all plan checking for new residential construction and major additions, apply Title 24 energy conservation requirements; where possible in planning developments, require structural and landscaping design to make use of natural heating and cooling.	Add energy conservation features to 250 residences.	Ongoing	Title 24 energy conservation requirements are applied to all plan checks for new residential construction. In 2020 the City adopted a building Reach Code that requires energy efficient electric construction for new residential and commercial development. In 2022 a revised Reach Code will require all-electric construction for single family homes in addition to multifamily homes. 1,510 new units approved since adoption of the Reach Code will be subject to its requirements.
Program H(E-2) - Community awareness of conservation benefits Distribute brochure on available energy conservation programs and measures at the Planning counter to all residents planning to expand or build new residences.	Provide energy conservation information to public.	Ongoing	There are brochures available at City Hall and on-line information provided regarding energy conservation for both residents and businesses. In addition, the Sustainability Coordinator provides tips and offers other resources for energy conservation on the City's weekly newsletter.
Program H(E-3) - Sustainable Development Stringent California Green Building Standards (CalGreen) have been adopted. At the minimum, new construction will follow the requirements set by the mandatory portion of the CalGreen Code.	Utilize CalGreen standards.	Continuous	The City currently complies with the CalGreen standards and employs a full-time Green Building Specialist to ensure compliance of all projects with the CalGreen standards. The City adopted all-electric Reach Codes in 2020 and 2022 so that new development can be powered by renewable, Greenhouse Gas-reducing sources.
Program H(F-1) - Encourage development of housing on selected sites to serve all income levels Amend the zoning code to create zoning incentives that encourage the consolidation of smaller lots identified as Housing Inventory Sites, such as development review streamlining, reduction in required parking for smaller units, setback modifications, or increases in building height.	Promote development on smaller opportunity sites by promoting lot consolidation for creation of affordable housing	Within 1 year of HE adoption	City staff supports applications involving the consolidation of parcels for development projects to resolve technical matters such as multiple zoning designations, and generally identifying opportunities to simplify and streamline the application process. The Zoning Code currently provides lower parking requirements for smaller units, and allows further reductions within the Downtown Specific Plan area. 13 of the 24 total housing projects approved in the RHNA 5 cycle involved parcel consolidation. The City adopted residential impact fees adopted in 2019, allowing in-lieu fees if affordable units are not provided. The City updated its zoning code in the North Burlingame Mixed Use and North Rollins Road Mixed Use areas that offer density bonuses and greater height allowance for projects incorporating affordable units. The City adopted a new zoning code in December 2021 which allowed for fewer parking spaces in a development.

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Program H(F-2) - Promote development of potential housing sites Maintain and update the area-by-area land use surveys, note changes in vacant and underutilized sites; share information with potential residential developers.	Provide assistance and incentives to encourage development of the opportunity sites identified in the Housing Element	Ongoing	The City's opportunity sites as designated in the Housing Element are provided to developers that express interest in developing in Burlingame.
Program H(F-3) - Create Priority Development Area (PDA) Housing Overlay Zone. Amend the zoning code to create a "Priority Development Area Housing Overlay Zone" to establish standards and incentives for housing in the portions of the community zoned for high density residential and/or mixed use development that are adjacent to transit corridors and transit centers. Specific standards to be considered are densities, development standard incentives, reduced parking requirements, building heights and compatibility with adjacent lower-scale neighborhoods. The Priority Development Area covers the North Burlingame area, the El Camino Real and California Drive corridors and the Downtown Specific Plan area.	Provide flexibility and incentives in the application of development standards within the Priority Development Area. Provide flexibility and incentives in the application of development standards within the Priority Development Area.	Within 1 year of HE adoption	The Downtown Specific Plan, which is within the boundaries of the PDA, provides incentives such as higher residential densities, development standard incentives, reduced parking requirements, increased building heights, and provisions to provide compatibility with adjacent lower-scale neighborhoods. The General Plan Update identified additional areas are suitable for high density residential and/or mixed use development that are adjacent to transit corridors and transit centers, and implementing zoning was adopted in 2021. In addition, a former industrial area at the north end of town has been rezoned to allow residential uses given the close projecting to the Millbrae Multi-Model Station. The City adopted residential impact fees in 2019, allowing in-lieu fees if affordable units are not provided. The City updated its zoning code in the North Burlingame Mixed Use and North Rollins Road Mixed Use (RRMU) areas that offer density bonuses and greater height allowance for projects incorporating affordable units. The City expanded the PDA to include the RRMU district. The City has been preparing a specific plan for the RRMU area; the draft plan is underway with anticipated adoption in early 2023. A specific plan for the Broadway commercial area and surrounding residential neighborhoods will be initiated in 2023. These areas are within the PDA. The residential impact fees are anticipated to be updated by the end of 2023.
Program H(F-4) - Identify sites for affordable, mixed use residential, live-work and small one-bedroom or studio apartments. a. Encourage development of sites in C-R zone and where there is commercial zoning with a residential overlay or residential mixed use zoning; b. Promote development within the new mixed use zoning districts within the Downtown Specific Plan area, which allow for mixed uses and high density residential uses, and includes incentives to keep units affordable such as reduced parking requirements, increased heights and modified setbacks.	Encourage development of 150 units on selected Housing Opportunity Sites within the Downtown Specific Plan area.	Completed	450 units have been approved (entitled) within the Downtown Specific Plan area during this cycle. All of the projects have utilized reduced parking requirements available to projects within the Downtown Specific Plan area, and/or the use of mechanical parking lifts.
Program H(F-5) - Second-unit Amnesty Continue the second unit amnesty program and provide second unit applicants with information on participation in the San Mateo County Rental Rehabilitation program which provides rehabilitation loans for units which are available to tenants with low or very low incomes; consider expansion of the program by changing the eligibility date to qualify for second-unit amnesty.	Process 125 applications for second unit amnesty; Provide opportunities for rehabilitation of these units	Ongoing	The City revised the accessory dwelling unit (ADU) regulations in 2020 to comply with State requirements intended to facilitate the construction of affordable accessory dwelling units, including units suitable for the elderly. As part of the ADU code changes for compliance with newly updated State requirements, City staff also recommended code changes to the Planning Commission beyond those required by State Law which would relax regulations to make it easier to create ADUs; these recommendations were approved and are now part of the zoning ordinance.
Program H(F-6) - To expand the stock of affordable housing Contact known non-profit housing corporations and religious institutions to make them aware of City interest, familiarize them with the opportunities available in Burlingame, and assist in processing where applications are required; encourage use of private foundation grants to fund affordable units. The City will issue an RFP for redevelopment of City-owned parking lots with affordable housing within one year of Housing Element adoption.	Encourage development of affordable units on opportunity sites. Issue RFP for redevelopment of parking lots.	Ongoing	In 2018, the City approved the redevelopment of City-owned parking lots for an affordable housing development to build 132 workforce and senior housing units on City Parking Lots F & N in Downtown Burlingame's downtown, which is within walking distance to the Burlingame Train Station. Construction is ongoing, with an estimated completion date in 2023.

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Program H(F-7) - Section 8 Program Work with San Mateo County Community Services and Housing Authority to provide Burlingame a proportionate share of Section 8 funds; distribute information about program to potential property owner and renter participants.	**Current number of Section 8 units is 100. Attempt to increase by additional 20 units (total of 120 units).**	**Ongoing**	**The City will work with San Mateo County Community Services and Housing Authority to provide a proportionate number of Section 8 units located in Burlingame.**
Program H(F-8) - First-time Homebuyer Program Continue to participate in cooperative CDBG agreement with San Mateo County to provide Burlingame residents with the opportunity to participate in the first-time homebuyer program (Mortgage Credit Certificate) funded by CDBG. Make first time home buyer information available on City's website and hold public workshops to identify opportunities for those in need.	**Obtain assistance for 15 Burlingame residents.**	**Ongoing**	**The City promotes first-time homebuyer program workshops presented by HEART of San Mateo County to educate both City employees and Burlingame residents about the first-time homebuyer program; this information is provided on the City's website and in the City's weekly newsletter.** **The City's residential impact fee in lieu program allows for affordable units to be either rental or for sale.**
Program H(F-9) - Zero-Net-Loss of Housing Units Amend the zoning code to require that when there is a loss of multifamily rental housing due to subdivision or condominium approvals, the project shall be required to provide 20 percent affordable housing units and/or provide displaced tenants with the first right to return to replacement housing units and to affordable housing units, subject to compliance with Measure T, the Burlingame Fair Property Rights Ordinance.	**No loss of housing stock.**	**Within 1 year of HE adoption**	**The City is compliant with SB-330, disallowing residential units to be removed without replacement.**
Program H(F-10) – Housing for Very Low Income Households Explore opportunities to encourage development of housing for very low and extremely low income households through a variety of activities that may include: • Examining the appropriateness of new housing types that can provide affordable options, such as junior second units and micro-apartments; • Identifying grant and funding opportunities; • Monitoring the availability of state cap-and-trade funding for affordable housing; • Considering joint development opportunities with non- profit developers for projects that accommodate a wide range of income categories including very low income; • Reaching out to housing developers and assisting them, where applicable, in preparing applications for affordable housing funding sources, which may involve feedback on their financial analyses, provision of demographic and land use data, and review of their funding applications; • Offering additional incentives beyond the density bonus and inclusionary housing provisions; and/or • Prioritizing a portion of fees, including potential residential and commercial impact	**Explore the effectiveness and appropriateness of new strategies and incentives to promote housing for very low and extremely low income households on an annual basis.**	**Annual Review**	**The City adopted new Accessory Dwelling Unit (ADU) regulations to facilitate the development of accessory units, by waiving parking requirements and eliminating limits on lot size for units added within existing square footage/structures, consistent with State Law mandates. In addition, the City recently approved a joint development of downtown Parking Lots F & N which includes 132 workforce and senior housing units.** **Commercial (linkage) impact fees were adopted by the City Council on July 3, 2017, as follows:** **- $7/SF – retail** **- $12/SF- hotel** **- $18/SF – office < 50,000 SF** **- $25/SF – office> 50,000 SF** **Residential impact fees were adopted in 2019, as follows:** **Base With Prevailing / Area Wage** **Rental Multifamily – 11 units and above** **Up to 50 du/ac $17.00 $14.00** **51-70 du/ac $20.00 $17.00** **71 du/ac and above $30.00 $25.00** **For Sale Multifamily (Condominiums) – 7 units and above** **$35.00 $30.00** **Notes:** **1. Rental Multifamily with total of 10 units or fewer are exempt.** **2. For Sale Multifamily (Condominiums) with total of 6 units or fewer are exempt.** **3. Rental projects that convert to condominiums within 10 years of completion of construction would be subject to the fee differential as a condition of conversion** **These impacts fees will be updated by the end of 2022.**
Program H(F-11) – Anti-Displacement Strategies Acknowledge the problem of tenant displacement and convene a process to investigate mitigations and the obstacles to deploying them, including legislative barriers such as the Burlingame Fair Property Rights Ordinance ("Measure T") and establish or modify strategies as appropriate.	**Conduct an annual review of the availability and effectiveness of anti-displacement strategies and programs.**	**First reviewed January 2015. then annually**	**Anti-displacement strategies were discussed and examined by the City Council during the last housing element cycle. The City Council has considered anti-displacement strategies within the context of collection of commercial linkage fees and residential impact fees, with considerations for programs such as emergency rent assistance to prevent displacement, and acquisition of existing housing stock to be retained with below-market rents. In conjunction with the County of San Mateo Home for All initiative, the City has held two community meeting to hear from the community and discuss housing matters, including anti-displacement strategies. City Council allocates funds to the non-profit Samaritan House to assist with anti-displacement in the City.**

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(C-4) - Consider adoption of a residential in- lieu fee option. Consider adopting a residential in-lieu fee as an alternative to providing affordable units on-site.	**Generate in-lieu fees to contribute toward the creation of low and moderate income housing.**	**Within 1 year of HE adoption**	**Residential impact fees were adopted in 2019, as follows: Linkage Fee Base With Prevailing / Area Wage Rental Multifamily – 11 units and above Up to 50 du/ac $17.00 $14.00 51-70 du/ac $20.00 $17.00 71 du/ac and above $30.00 $25.00 For Sale Multifamily (Condominiums) – 7 units and above $35.00 $30.00 Notes: 1. Rental Multifamily with total of 10 units or fewer are exempt. 2. For Sale Multifamily (Condominiums) with total of 6 units or fewer are exempt. 3. Rental projects that convert to condominiums within 10 years of completion of construction would be subject to the fee differential as a condition of conversion. These impact fees are anticipated to be updated by the end of 2023.**

General Comments:

Planning

- Accessory Dwelling Units
- Cannabis
- Codes & Regulations
- Department Hours & Location
- Design Guidelines
- Downtown Construction
- Employee Recognition
- FAQ
- Forms, Applications & Fees
- General & Specific Plans
- Housing - Prohousing Burlingame
- Housing Element
- Housing Resources
- Major Projects
- Planning Commission
- Public Records Requests
- SB 9 & SB 10
- SB 330 Preliminary Application
- Short Term Rental Program
- Signs
- Wireless Communications
- Zoning

Housing - Prohousing Burlingame

The City of Burlingame is firmly committed to the development of housing to serve a range of households. Here are some highlights:

- As of February 2023, there are **2,300 units that are either under construction, approved, or under review** (853 residential units under construction, 1,292 approved, and 150 under review). Of those, 394 (17%) are designated affordable for Very Low, Low, and Moderate-Income households. Information on new housing development in Burlingame can be obtained on the Planning Division's Major Projects page at **www.burlingame.org/majorprojects**.

- Burlingame began a **robust discussion about housing** back in 2018 as the first pilot city in the County of San Mateo's "Home For All" program. Those discussions were important for allowing the community to understand housing issues and the importance in providing more housing. **Click here to learn more about the "Burlingame Talks Together About Housing" initiative.**

- Much of the progress in housing production has been the result of the City's **"Envision Burlingame" General Plan**, which was comprehensively updated and adopted in 2019. The General Plan has a strong emphasis on housing production, with new areas designated for residential uses, and residential densities significantly increased in other areas. The intent of the General Plan was to expand the City's housing supply by approximately 20 percent.

- Interim zoning was adopted concurrently with the new General Plan so that new residential projects could be submitted without needing to wait for the Zoning Ordinance to be updated. 1,002 new residential units were submitted and approved under the interim zoning.

- A **comprehensive update of the Zoning Ordinance** was adopted in December 2021. The update included significant streamlining of development review for new residential development, including objective design and development standards to comply with the Housing Accountability Act (HAA).

- The **"Village at Burlingame"** was the City's first venture into the realm of financing **affordable housing production** directly. The City donated the land for the development, and now 132 new housing units for a range of families and seniors are close to completion. 82 of the units will be affordable for Very Low Income households (up to 50% Area Median Income or "AMI"), 35 units will be affordable for Low Income households (up to 80% AMI), and 14 units for Moderate Income households (up to 120% AMI).

- The City is providing **direct financial support** to a project called the **Eucalyptus Grove Apartments** that will provide 69 Very Low and Low Income units (up to 50% AMI). It is the first project submitted to the City under SB 35.

- The City has convened an ad hoc citizen's committee to prioritize expenditures of **affordable housing funds** collected from commercial development. The committee, known as the **Housing, Opportunity, Priorities and Education (HOPE) community advisory committee**, will provide recommendations to the City Council in spring 2023. The intent is to particularly focus on households Very-Low and Extremely Low (ELI) income categories, which includes a significant portion of the City's workforce and have been the most challenging income categories to provide housing without the City providing financial support.

For more information on housing development in Burlingame please contact Community Development Director Kevin Gardiner at **kgardiner@burlingame.org** or by phone at 650-558-7253.