

Item 3 - Attachment 1
2024 APR - Table A CC

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Albion
Reporting Year	2024
Planning Period	(Jan. 1 - Dec. 31) 01/01/2023 - 01/01/2031

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

Table A
Housing Development Applications Submitted

Housing Development Applications Submitted																												
Project Identifier				Unit Types			Date Application Submitted				Proposed Units - Affordability by Household Income						Total Disapproved Units by Project		Streamlining		Density Bonus Law Applications		Application Status		Project Type		Notes	
1		2		3		4		5		6		7		8		9		10		11		12		13				
Current APN	Prior APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA 3172.10 4.2-ADU(H))	Tenure Reference (Owner)	Very Low-Income Restricted	Very Low-Income Non-Restricted	Low-Moderate-Income Restricted	Moderate-Income Non-Restricted	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Phase select state submission by submitted pursuant to,	Did the housing development seek concessions pursuant to section 65915?	Were incentives or concessions sought pursuant to Government Code approved?	Is this project a ministerial application?	Is this project a ministerial application?	Project Type	Notes									
Summary Row. Start Data Entry Below																												
91240010		2 Lundy Drive	ADDITIONAL DWELLING UNIT	AQJ24-00001	ADU	O					85	0	SR 1 (2021) - Dickey in SF Zone	No	N/A	Approved	Ministerial	Ministerial										
76031290		89 Hansen Way	Albion ADU 1191 #1	AQJ24-00002	ADU	R			1		1	1		No	N/A	Approved	Ministerial	Ministerial										
76034300		217 Paul Lane	864 #1 Disbanded ADU	AQJ24-00003	ADU	R			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76070160		1754 Aberdeen Ave	5F46s Disbanded ADU	AQJ24-00004	ADU	O							NONE	No	N/A	Approved	Ministerial	Ministerial										
76070110		800#1 disbanded ADU	ADU	AQJ24-00005	ADU	O			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91232110		1153 Taylor Rd.	conversion ADU	AQJ24-00006	ADU	R				1			NONE	No	N/A	Approved	Ministerial	Ministerial										
76020060		94 WINDHESTER DR	ADDITIONAL DWELLING UNIT	AQJ24-00007	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91102020		57 SAN BENITO AVE	ADDITIONAL DWELLING UNIT	AQJ24-00008	ADU	R					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91011070		57 POLARIS LN	ADDITIONAL DWELLING UNIT	AQJ24-00009	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76034100		98 MACLEAN AVE	ADU COMPLEX	AQJ24-00010	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76034100		56 MACLEAN AVE	JADU	AQJ24-00011	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
74012200		208 ALAMEDA DE LAS PULGAS	ADDITIONAL DWELLING UNIT	AQJ24-00012	ADU	R			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76021190		79 PARKER AVE	ADDITIONAL DWELLING UNIT	AQJ24-00013	ADU	R				1	1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91122030		63 JAMES AVE	ADU COMPLEX	AQJ24-00014	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91113010		160 GREENWAS DR	ADDITIONAL DWELLING UNIT	AQJ24-00015	ADU	R					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76000100		122 TUSCALOOSA AVE	ADU COMPLEX	AQJ24-00016	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76000100		122 TUSCALOOSA AVE	ADU COMPLEX	AQJ24-00017	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76000100		122 TUSCALOOSA AVE	ADDITIONAL DWELLING UNIT	AQJ24-00018	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76000100		333 FLETCHER DR	ADU	AQJ24-00019	ADU	O			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
90210170		163 FARE OMES LN	ADU COMPLEX	AQJ24-00020	ADU	O			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91303090		119 GLENWOOD AVE	ADDITIONAL DWELLING UNIT	AQJ24-00021	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76031130		366 STECK DR	ADU COMPLEX	AQJ24-00022	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76031220		555 STECK DR	ADU COMPLEX	AQJ24-00023	ADU	O			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91260090		240 OAK GROVE AVE	ADDITIONAL DWELLING UNIT	AQJ24-00024	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76031130		366 STECK DR	ADU COMPLEX	AQJ24-00025	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
90260090		166 AUSTIN AVE	ADU	AQJ24-00026	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
90260090		166 AUSTIN AVE	ADDITIONAL DWELLING UNIT	AQJ24-00027	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
90602050		71 SEIBT LN	ADDITIONAL DWELLING UNIT	AQJ24-00028	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76203060		308 WALSH RD	ADDITIONAL DWELLING UNIT	AQJ24-00029	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
79113300		82 ORCHARD HILLS ST	ADDITIONAL DWELLING UNIT	AQJ24-00030	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
79030370		20 TUSCALOOSA AVE	ADU COMPLEX	AQJ24-00031	ADU	R			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
79031340		386 AHERTON AVE	ADU COMPLEX	AQJ24-00032	ADU	R					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91072030		58 GREENWAS DR	ADU COMPLEX	AQJ24-00033	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
91340030		1 SURREY LN	ADDITIONAL DWELLING UNIT	AQJ24-00034	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76070100		188 AHERTON AVE	ADDITIONAL DWELLING UNIT	AQJ24-00035	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76070100		188 AHERTON AVE	ADDITIONAL DWELLING UNIT	AQJ24-00036	ADU	O					1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
90220160		162 FARE OMES LN	ADDITIONAL DWELLING UNIT	AQJ24-00037	ADU	R			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										
76030240		288 CAMINO AL LAGO	ADDITIONAL DWELLING UNIT	AQJ24-00038	ADU	O			1		1	1	NONE	No	N/A	Approved	Ministerial	Ministerial										

Table A2

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

[illegible]

Item 3 - Attachment 1
2024 APR - Table B

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Altierion
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 01/31/2023 - 01/31/2031

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

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
				-	-	-	-	-	-	-	-	-	-	-
	Very Low		94	9	6	13	-	-	-	-	-	-	28	66
				-	-	-	-	-	-	-	-	-	-	-
	Low		54	-	7	4	-	-	-	-	-	-	11	43
				-	-	-	-	-	-	-	-	-	-	-
Moderate		56	-	-	-	-	-	-	-	-	-	-	2	54
			-	-	-	-	-	-	-	-	-	-	-	-
Above Moderate		144	18	25	27	-	-	-	-	-	-	-	70	74
Total RHNA		348												
Total Units			27	38	46	-	-	-	-	-	-	-	111	237
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5		2023	2024	2025	2026	2027	2028	2029	2030	2031	6	7
		Extremely Low-Income Need											Total Units to Date	Total Units Remaining
		Extremely Low-Income Units*	47	6	13	-	-	-	-	-	-	-	19	28

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

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

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

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

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

- VI Deed Restricted
- VI Non Deed Restricted
- LI Deed Restricted
- LI Non Deed Restricted
- MI Deed Restricted
- MI Non Deed Restricted
- Above Mod Income

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction Reporting Year	Attribution 2024	Table D Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report					
Describes 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	Timeline in H.E	Status of Program Implementation		
3.81(A) New Single Family Housing Development	Continue to facilitate and expedite the development of new single-family housing units.	Ongoing.	Ongoing program. In 2024 the Town issued building permits for nineteen above moderate-income single family homes.		
3.81(B) New Single Family Housing Development from S89 Implementation	The Town adopted an S89 ordinance consistent with State Law provisions in 2022. The Town projects approximately 48 new above moderate-income housing units to result from lot splits and new housing facilitated by S89 (24 completed lot splits). If, during Council consideration of the 2027 Annual Progress Report (March 2028) there are identified constraints on SE 9 lot splits, or if development needs and assumptions are not being met, the Planning Department will prepare an ordinance to further incentivize lot splits with fee waivers, prioritized review, or other incentives or identify alternatives. The ordinance or alternative site will be presented to Council by September 2029 with an effective date of January 2030, if necessary.	Ongoing, with mid-cycle check-in March 2028 that could result in a revised ordinance presented to Council by September 2029 with an effective date of January 2030, if necessary.	Ongoing program. Two S89 lots were recorded in 2024. This resulted in a net of 6 new above moderate-income dwelling units.		
3.81(C) New Multi-Family Housing Development	Adopt RM-10, RM-20, and RM-40 multifamily residential overlays that allow a maximum of 10 du/cac, 20 du/cac, and 40 du/cac, respectively. These overlays will cover sites that permit by-right multifamily development per the Objective Design Standards adopted concurrently to the overlay zones. The Town projects 96 multifamily housing units to be developed through this program. In addition to by-right development, multifamily housing will be incentivized with: prioritized development review, reduced fees, financial support from SFR Impact Fees (Program 3.423(D)) and Inclusionary Fees (Program 3.814) for affordable housing developments. This program includes rezoning that accommodates a minimum of 22 lower income units on a maximum of 1:1 acres (22 units at 20 du/cac). The program would require sites identified for rezoning to meet requirements as stated in the Housing Element. The Town will review development on RM-20/40 multifamily residential overlay sites during Council consideration of the 2027 Annual Progress Report (March 2028). If there has been no active development yet at this time, the City will develop new incentives and work closely with property owners. Revised incentives and a potential rezoning will be adopted by the end of September 2029, to be effective in January 2030.	Ongoing, with mid-cycle check-in March 2028 that could result in a revised ordinance presented to Council by September 2029 with an effective date of January 2030, if necessary.	Ongoing. The Town adopted the RM-10, 20 and 40 overlay zones and related development standards in 2024.		
3.81(D) Mid-Cycle Check-In	The Town will review development on RM-10 multifamily residential overlay sites during Council consideration of the 2027 Annual Progress Report (March 2028). If fewer than three of the 11 sites have development or active development proposals at that time, the Town will modify its zoning mid-cycle to allow additional multifamily development. If this action is necessary, City Council will adopt this mid-cycle rezoning by the end of September 2029, to be effective in January 2030.	Review of development by March 2028. New strategy, if necessary, to be adopted by City Council by end of September 2029, to go into effect in January 2030.	Not initiated. The RM-10 Overlay was adopted in 2024. The mid-cycle check-in will occur in 2028. The Town has not yet received any projects implementing this program.		
3.81(E) New Construction of Affordable Accessory Dwelling Units	Continue to encourage the development of ADUs and approve ADUs ministerially in conformance with State Law provisions. The Town projects ADU development at a rate of 26 new ADUs per year, for a total of 208 during the planning period. The Town projects that 124 ADUs will be available to very low- and low-income households and 62 ADUs will be available to moderate income households. The Town will additional actions to further incentivize ADU production. Monitor permitted ADUs and affordability every six months to one year (first year of monitoring is 2025) and take appropriate action, including adjusting assumptions or rezoning within one year if the sites inventory is negatively impacted to ensure compliance with no net loss provisions. ADU data will be provided to Council annually as part of the Annual Progress report.	Amend the zoning code and distribute a Town-wide mailer informing property owners of changes by December 2024. Adopt a program for pre-approved ADUs by June 2025. Begin annual community outreach efforts by end of 2024. Host at least one community workshop during 2023-2031. Provide updates to the Town's website on ADUs (update by 2024). Inventory accessory structures in Town and alert residents to potential ADU conversion programs. Collaborate with HIP to encourage new ADUs (start by December 2025).	Ongoing and complete. During 2024 the Town issued buildings permits that will allow for the construction of a total of 26 ADUs. A volunteer survey of applicants indicate that the number of units affordable to different household income levels is as follows: 10 at extremely low-income, 4 at low-income, 2 at moderate-income and 10 at above-moderate income. Ongoing. The Town has an active website that provides information on the ADU programs and requests rental information from applicants at permit issuance and final inspection. In 2024, the Town held two ADU focused workshops, one to help property owners understand the Town's 2024 ADU ordinance update and a second to connect owners of ADUs with potential residents. In 2024 the Town updated its zoning code to allow two ADUs to be constructed on a property if the second ADU is deed-restricted to a lower-income household for at least 10 years, depending on availability. The Town has yet not received any projects implementing this program.		

3.812 (B) Affordable ADU Rentals	<p>The Town will take the following actions to further incentivize below-market-rate rentals of ADUs:</p> <ul style="list-style-type: none"> - Continue to request an ADU rental survey at the time of construction or conversion. - Develop a comprehensive incentive ADU/JADU rental program and partner with a non-profit organization (NPO) to facilitate the rental advertising, screening and partnering process. 	Ongoing.	<p>Ongoing. The Town has an active website that provides information on its ADU programs and requests rental information from applicants at permit issuance and final inspection. In 2024, the Town held two ADU focused workshops, one to help property owners understand the Town's 2024 ADU ordinance update and a second to connect owners of ADUs with potential residents.</p> <p>In 2024 the Town updated its zoning code to allow two ADUs to be constructed on a property if the second ADU is deed-restricted to a lower-income household for at least 10 years, depending on availability. The Town has yet not received any projects implementing this program.</p> <p>Completed. In 2024 the Town adopted zoning code amendments to implement the RM-20/40 Multifamily Overlay district to encourage multifamily housing development on sites identified in the Housing Element at densities of 20 and 40 units per acre. The Town also adopted a new ordinance to implement an Mitigated Negative Declaration and a related Mitigation Monitoring and Reporting Program.</p> <p>Not initiated in 2024. The Town continued to pursue certification of the Housing Element by the State.</p>	<p>Ongoing. The Town continues to process permits for the Improvement, rehabilitation and conservation of existing housing units.</p> <p>Not initiated. In October 2024 the Town adopted multifamily housing zoning overlays and development standards. Fees for future development will be considered as part of the Town's adoption of a revised fee schedule for Fiscal Year 2025/26.</p> <p>Complete. In 2024 the Town adopted development standards for the RM-10 and RM-20/40 overlay districts which include standards that facilitate ministerial approval of multifamily housing.</p> <p>Not initiated. The Town is not currently subject to SB 35. Focus is currently on achieving certification of the 2023-2031 Housing Element by the State.</p> <p>Not initiated in 2024.</p>
3.813 CEQA Analysis on Multifamily Housing Development on School Properties	Amend the PFS zoning district to permit new multifamily housing by right for 40 duac and 20 duac at five school sites, subject to objective design standards. This will support the construction of 96 new affordable multifamily units at private and public schools in the very low- to moderate-income category. Complete the CEQA analysis and adopt the Zoning amendment within one year of Housing Element certification.	Complete rezoning by July 2025.		
3.814 Adoption of an Inclusionary Zoning Ordinance	Adopt a new inclusionary ordinance for multifamily development and a housing fee for all new single-family housing construction and addition. Generate fund to support an affordable ADU rental program and other affordable housing opportunities.	Complete nexus study by September 2024, with ordinance adoption in July 2025.		
3.815 Conservation and Rehabilitation of Existing Units	Continue to facilitate and expedite the rehabilitation and reconstruction of existing residential units. The Town will establish a building inspector ombudsman to assist property owners navigate the rehabilitation process.	Establish ombudsman role by December 2024. Update information at Town Hall and on website by December 2024. Initiate annual outreach by March 2025.		
3.816 Multifamily Residential Fees	The Town will revise its Master Fee Schedule with multifamily development fees that do not pose a constraint on multifamily development. A mid-cycle review on fees will occur by the end of December 2027.	Revised fee schedule by end of July 2025. Mid-cycle review by December 2027.		
3.817 Conditional Use Permits	The Town will revise Municipal Code Section 17.12 to make certain housing development ministerial.	Rezoning to be completed by July 2025.		
3.818 Streamlined Project Review (SB 35)	The Town will streamline project review by developing written procedures for SB 35 applications so the city is prepared should it be subject to SB 35 streamlining in the future.	Establish procedures by July 2025.		
3.819 Landscape Screening	The Town will revise its zoning code to revise its landscaping requirements so that they are objective and not a constraint on affordable and/or multifamily residential development (including deed-restricted ADUs).	Revise zoning code by end of 2024.		
3.821 (A) Special Needs Housing - Seniors	Continue to facilitate the provision of board and care opportunities, particularly for seniors, some of whom may be longtime Alherton residents who can no longer remain in their homes and who wish to continue living in Alherton. State law provides that a residential care facility (defined as a facility serving six or fewer persons) is a residential use and must be permitted wherever residential use is allowed.	Ongoing.		
3.821 (B) Special Needs Housing - Seniors	The Town will continue to provide information at Town Hall regarding the numerous Senior Centers in San Mateo County that offer assistance in home repairs. The Town will publicize the availability of these services on the Town website.	Ongoing.		
3.821 (C) Special Needs Housing - Seniors	The Town will continue to support the County Property Tax Postponement Program, which provides seniors with a means of postponing property tax payment. Inquiries will be directed to the County Tax Collector's Office and information regarding the program will be available at Town Hall and publicized on the Town's website.	Ongoing.		
3.821 (D) Special Needs Housing - Seniors	The Town will host a Senior Workshop to educate the community on available resources. Information on home repair and retrofit for accessibility resources and programs, home sharing opportunity, financial assistance, and the ADU program will be presented.	Conduct first Senior Workshop by end of 2025, second by end of 2029.		
3.822 (A) Disabled and Developmentally Delayed Persons	Continue to review new residential developments and major remodels for compliance with the Americans with Disabilities Act (ADA).	Ongoing.		
3.822 (B) Disabled and Developmentally Delayed Persons	Continue to support the County Housing Accessibility for Disabled Persons program at the Center for the Independence of the Disabled. The Town will direct inquiries for house modifications for the disabled to the County program. Public information regarding the program will be available at Town Hall and publicized on the Town's website.	Ongoing.		

3.822 (C) Disabled and Developmentally Delayed Persons	The Town will continue to process requests for housing accessibility accommodations. The Town's municipal code provides a process for individuals with disabilities to make requests for reasonable accommodation for relief from the various land use, zoning, or rules, policies, practices, and/or procedures of the town that may be necessary to ensure equal access to housing. Update the Town's reasonable accommodation procedures to be compliant with State law.	Revise zoning code by end of 2024.	Ongoing. The Town administers a reasonable accommodation process when requested. Two requests were received in 2024.
3.822 (D) Disabled and Developmentally Delayed Persons	Conduct annual outreach to the community through direct mailers and social media posting to inform the community on programs including the HIP homesharing program, organizations that provide home retreats for accessibility, Meals on Wheels and senior in-home care providers.	Ongoing.	Initiated. During 2024 the Town included information regarding the HIP homesharing programming in regular social media posts and on the Planning website. Additionally, the Town hosted an event to connect potential homesharers with individuals looking for housing.
3.822 (E) Special Needs Housing	Assist in the development of housing for all special needs households. Developments that include housing for special needs households will be eligible for reduced town fees and Town assistance in supporting funding applications. In addition, the Town will conduct annual outreach to identify housing opportunities with special needs, communities, local non-profit service providers, and special needs housing developers. Outreach will include a debriefing memo that will identify potential modifications and expansions as necessary to facilitate development of a variety of housing types that support special needs households.	Reduce fees and initiate Town assistance by end of 2024. Initiate annual outreach by July 2025.	Not initiated in 2024. The Town continued to pursue certification of the Housing Element by the State, which included the creation of this program. Therefore, this program has not yet been initiated.
3.822 (F) Extremely Low Income Households	Facilitate housing for extremely low income households through robust ADU development (Program 3.812(A)) and multifamily residential overlay zone (Program 3.811(C)) programs. Multifamily housing developments that include housing for extremely low income units will be uniquely able to access the following incentives: Waivers of Town fees. Modified development standards and concessions as necessary to facilitate extremely low income housing, and Town assistance in supporting funding applications. Conduct annual outreach with non-profits serving extremely-low income households and local affordable housing developers to identify housing opportunities. Outreach will include a debriefing memo that will identify potential modifications and expansions to incentives as necessary to facilitate development of lower income units.	Reduce fees and initiate Town assistance by end of 2024. Initiate outreach by July 2025.	Not initiated in 2024. The Town continued to pursue certification of the Housing Element by the State, which included the creation of this program. Therefore, this program has not yet been initiated.
3.823 (A) Equal Housing Opportunity	Refer complaints of discrimination in housing access based on race, religion, national origin, age, sex, marital status or physical handicap, and other arbitrary barriers that prevent choice of housing to groups such as Project Sentinel. The Town will disseminate fair housing information at Town Hall. In addition, fair housing information will be published on the Town website.	Ongoing	Ongoing. Information on Fair Housing is available at Town Hall and on the Planning website. Any complaints received by the Town are referred to groups such as Project Sentinel.
3.823 (B) Equal Housing Opportunity	Develop and implement an education/outreach campaign targeting landlords/managers on renting to people with Housing Choice Vouchers.	Ongoing.	Ongoing. Information on Fair Housing is available at Town Hall and on the Planning website.
3.823 (C) Equal Housing Opportunity	Amend the Zoning title to eliminate the occupancy limitation on other accessory units, such as guest houses and pool houses and create an inventory of existing pool houses and guest houses. The Town will work with a nonprofit to connect homeowners to prospective renters.	Amend zoning by end of 2024. Initiate collaboration by December 2025.	Ongoing and complete. The Town completed zoning amendments in 2024. Collaboration with HIP Housing to connect homeowners to prospective renters is ongoing. In 2024 the Town hosted a mixer to facilitate this connection.
3.823 (D) Equal Housing Opportunity	Adopt an affordable housing impact fee on single family construction. The Town will make available funds from this program to provide very low-income rental assistance for eligible households identified by HIP.	Complete as part of nexus study described in Program 3.814, by end of July 2025.	Initiated. The Town is completing a nexus study that will inform the development of this program throughout 2025.
3.823 (E) Equal Housing Opportunity	Provide additional fair housing resources and training for property owners, real estate agents, and tenants in collaboration with other cities and towns, Project Sentinel, or other similar organization. So long as it does not serve as a constraint on housing development mandate training for multi-family developers, property owners and any resident renting an ADU or similar unit.	Additional resources and training to be initiated by the end of December 2025.	Not initiated in 2024.
3.823 (F) Equal Housing Opportunity	Create a webpage to host Equal Housing Opportunity information and improve awareness around fair housing training, issues and available programs. The webpage will also provide information on filing fair housing complaints with HCD or HUD.	Create a website by end of 2025.	Not initiated in 2024.
3.823 (G) Equal Housing Opportunity	Affirmatively market low-income units to households that are underrepresented in the Town in comparison to neighboring jurisdictions.	Begin marketing by end of 2024.	Not initiated in 2024.
3.824 (A) Emergency Shelters, Transitional and Supportive Housing	Continue to support the possibility of Emergency Shelters, Transitional Housing, and Supportive Housing in Alhertown. Emergency shelters are a permitted use on the Town Civic Center Property. Amend the zoning code to comply with all provisions of State law pertaining to emergency shelters. Specifically, the Town will permit shelters without development standards and will ensure compliance with parking requirements of AB 139/Government Code Section 65583(g)(4)(A), and amend the code to revise definition of emergency shelters to "housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay.	Ongoing. Zoning Code amendments to be completed by end of 2024.	Ongoing and complete. The Town continues to permit emergency shelters as a use on the Town Civic Center property. Zoning code amendments were completed in 2024.

3.824 (B) Emergency Shelters, Transitional and Supportive Housing	In the event emergency shelters, transitional and supportive housing are needed, the Town will follow its Standards for Emergency Shelter Operation which reflect the State of California's minimum requirements.	Ongoing and as appropriate.	Ongoing, but not needed. The Town does not have any active or proposed Emergency Shelters.
3.825 Group Homes for Persons with Disabilities	Revise the zoning code to allow group homes for seven or more residents, specifically for people with disabilities, as a permitted use in any district where residential uses are permitted. Such homes will have objective development standards that are similar to other residential uses in the same zone.	Revise zoning code by end of 2024.	Complete. The Town adopted amendments to the zoning code in 2024.
3.826 Employee Housing	Amend its zoning code to allow for employee housing as provided for under the Employee Housing Act. Specifically, consistent with Section 17021.5, employee housing for six or fewer employees will be treated as a single-family structure and permitted in the same manner as other dwellings of the same type in the same zone. In addition, the code will be revised consistent with Section 17021.6, which requires that employee housing consisting of no more than 12 units or 36 beds be permitted in same manner as other agricultural uses in the same zone.	Revise zoning code by end of 2024.	Complete. The Town adopted amendments to the zoning code in 2024.
3.827 Conservation of Housing	Work with the Religious of the Sacred Heart of Jesus at the Sacred Heart School site to conserve the existing 5 apartment units, resident rooms, and facilities for the Oakwood Retirement Community in the case of eventual development per Program 3.811(C). These units are counted as conserved Very Low Income housing units in the Town's Quantified Objectives.	Outreach to Sacred Heart will begin in early 2025, and conservation efforts will occur concurrent with any development plans on the Sacred Heart site.	Not initiated in 2024.
3.831(A) Energy Conservation	Continue to require compliance with Title 24 of the State's Building regulations. In addition, disseminate energy conservation information available from other agencies, such as PG&E's solar subsidy program and energy audits.	Ongoing.	Ongoing. The Town requires Title 24 compliance and provides information on energy conservation on its website.
3.831 (B) Energy Conservation	Continue to support Green Building in Atherton through the Green Building Ordinance and promote the Town's Green Building Guide, "Go Green and Save: Rebates for Atherton Residents" and "Clean Energy & Energy Efficiency" programs posted on the website for all new residential development.	Ongoing.	Ongoing. The Town continues to support and promote its Green Building programs through community outreach, events and its website.
3.831 (C) Energy Conservation	Continue to promote energy conservation through energy audits, participation in PG&E and Cal Water programs and encouraging energy conserving retrofits in homes.	Ongoing.	Ongoing. The Town promotes this program through community outreach, information provided in Town Hall and the Town's website.
3.832 (A) Consistency with Other General Plan Elements and Community Goals	Continue to conduct a review and analysis of the General Plan's compliance with the adopted Office of Planning and Research Guidelines as part of the annual General Plan Implementation report required by Government Code Section 65400.	Ongoing.	Ongoing. The Town complies with this program on an annual basis.
3.832 (B) Consistency with Other General Plan Elements and Community Goals	Conduct an internal consistency review and analysis of the General Plan, including the Housing Element as part of the annual General Plan Implementation report required by Government Code Section 65400.	Ongoing.	Ongoing. The Town complies with this program on an annual basis.
3.833 Replacement of Housing Requirements	Require replacement housing for lower-income units (Government Code Section 65933.2(g)(3)) with the same requirements as set forth in Government Code Section 65915(c)(3).	Ongoing.	Ongoing. The Town does not currently have restricted lower-income units subject to this program.
3.834 Single-Room Occupancy	Revise the zoning code to ensure single-room occupancy units are a permitted use in any residential zoning district (R-1 or the RM-10, RM-20, and RM-40 density zones).	Revise zoning code by end of 2024.	Complete. The Town adopted zoning code amendments in 2024.
3.841 Shared Housing	The Town will continue to support the Human Investment Program (HIP), a non-profit organization that matches people needing housing and people owning a home. The Town will continue to support the Home Sharing Program, which allows homeowners to rent out a portion of their home. The Town will also continue to publicize the effort on the Town's website. The Town will email information on the program to all property owners in Town. The Town projects 1-2 home share matches each year.	Ongoing.	Complete and ongoing. During 2024 the Town included information regarding the HIP homesharing programming in regular social media posts and on the Planning website. Additionally, the Town hosted an event to connect potential homesharers with individuals looking for housing.
3.842 Housing Compliance and Monitoring	The Town will partner with the County or other jurisdictions to share housing staff or hire a third party to manage the Town's affordable housing portfolio. This will be an important task in helping Atherton lay the groundwork for an effective affordable housing compliance and monitoring process.	Ongoing.	Ongoing. The Town shares a dedicated housing planner with a coalition of jurisdictions within San Mateo County. Pending state-certification of the Housing Element and initiation of affordable housing programs, this partnership will facilitate management of the Town's affordable housing portfolio.
3.843 Water and Sewer Providers - Priority for Affordable Housing	Water and sewer service providers must establish specific procedures to grant priority water and sewer service to developments with units affordable to lower-income households. (Gov. Code, § 65580.7.) Upon adoption and certification of this Housing Element, the Town will send the document to water and sewer service providers in Atherton.	Within one month after Housing Element certification.	Not initiated in 2024. The Town is still pursuing certification of the 2023-2031 Housing Element.
3.844 (A) By-Right Permanent Supportive Housing	Revise the zoning code to allow Permanent Supportive Housing as a by-right use in zones where multifamily and mixed-use are permitted, including nonresidential zones permitting multifamily uses pursuant to Government Code section 65651. To be consistent with AB 2162, the Town will allow by-right 100% affordable housing that has 25% or 12 units of permanent supportive housing, where multifamily or mixed-use housing is permitted.	Revise zoning code by end of 2024.	Complete. The Town adopted zoning code amendments in 2024.
3.844 (B) By-Right Permanent Supportive Housing	Revise the zoning code to allow Low Barrier Navigation Centers to be a use-by-right in zones where multifamily and mixed use are permitted, including nonresidential zones permitting multifamily uses pursuant to Government Code section 65660.	Revise zoning code by end of 2024.	Complete. The Town adopted zoning code amendments in 2024.

3.344 (C) Approval of Mobile Homes and Manufactured Housing	Revise the zoning code to ensure mobile homes and manufactured housing on a permanent foundation are approved in the same manner as single-family homes.	Revise zoning code by end of 2024.	Complete. The Town adopted zoning code amendments in 2024.
3.345 Zoning, Fees and Other Development Standards Transparency	The Town will ensure that all fees, zoning requirements and development standards are posted on the Town's website, updating regularly, pursuant to Government Code section 65944.1(a)(1).	Ongoing.	Ongoing. The Town includes all program information on its website.
3.346 (A) Publicly-Owned Sites: Gilmore House	Promote housing development on the Gilmore House site in the Town-owned Holbrook-Palmer Park. Procedures to develop housing shall be consistent with the Surplus Land Act to provide affordable housing developers a right of first refusal (AB 1848).	The process includes the following milestones: - Solicit proposals and conduct a feasibility study to assess site (end of December 2024); - Issue RFP for affordable (moderate or affordable) housing (end of January and of July 2025); and - Seek to complete development of up to four units of housing (end of December 2028).	Not initiated in 2024.
3.346 (B) Publicly Owned Sites: Cal Water Site	Collaborate with Cal Water to facilitate the development of their property in Alterton (APN 073-192-060) with affordable housing. Procedures to develop housing shall be consistent with the Surplus Land Act to provide affordable housing developers a right of first refusal (AB 1848). Continue to meet with Cal Water and facilitate development of housing with incentives as appropriate. Incentives could include: - Waivers from development standards as necessary to develop housing - Priority development processing - Facilitating communication with housing developers.	Ongoing.	Not initiated in 2024.