

7. **2023 GENERAL PLAN IMPLEMENTATION AND HOUSING ELEMENT ANNUAL PROGRESS REPORT**

**Report: Recommendation:** Review and accept the Annual Progress Report (APR) 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) pursuant to Section 65400 of the California Government Code.

*Description:*



**Item No. 7  
Town of Atherton**

**CITY COUNCIL STAFF REPORT – REGULAR AGENDA**

**TO: HONORABLE MAYOR AND CITY COUNCIL  
GEORGE RODERICKS, CITY MANAGER**

**FROM: BRITTANY BENDIX, TOWN PLANNER/M-GROUP  
RADHA HAYAGREEV, SENIOR PLANNER/M-GROUP**

**DATE: MARCH 20, 2024**

**SUBJECT: 2023 GENERAL PLAN IMPLEMENTATION AND HOUSING ELEMENT  
ANNUAL PROGRESS REPORT**

**RECOMMENDATION**

Review and accept the Annual Progress Report (APR) 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) pursuant to Section 65400 of the California Government Code.

**BACKGROUND**

The State of California Government Code 65400 et seq requires jurisdictions to prepare an annual progress report (APR) for review by its local legislative body, the California Governor’s Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD). Each report must describe the following:

- The status of the local general plan and progress in its implementation.
- The progress in meeting its share of regional housing needs.
- The degree to which the local general plan complies with the adopted OPR guidelines.
- The date of the last revision to the local general plan

California Government Code Section 65400(a)(2)B states that “The housing element portion of the annual report ... shall be prepared through the use of forms and definitions adopted by the Department of Housing and Community Development ...” The tables provided in Attachment 1 reflect the required formatting delivered to the State each year and reflect the progress made in meeting Atherton’s share of regional housing needs. The following list identifies the tables required for the APR:

Table A:	Housing Development Applications Submitted
Table A2:	Annual Building Activity Report Summary (New Construction, Entitled, Permits and Completed Units)
Table B:	Regional Housing Needs Allocation (RHNA) & Extremely Low-Income Need Progress – Permitted Units Issued by Affordability
Table C:	Sites Identified or Rezoned to Accommodate Shortfall
Table D:	Program Implementation Status
Table E:	Commercial Density Bonus Approved
Table F:	Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites
Table F2:	Units Converted to Moderate Income
Table G:	Locally Owned Housing Element Sites
Table H:	Locally Owned Surplus Land
Table J:	Student Housing that Received Density Bonus
Table K:	Tenant Preference Policies

For the purpose of reporting to the City Council, staff has included the tables that are relevant to the Town’s housing programs at Attachment 1. This includes Tables A, A2, B, and D. The remaining tables are not currently applicable to the Town. Please note that the programs listed in Table D correspond to the current Housing Element, adopted on January 31, 2023. Any changes to the Town’s Housing Element during 2024 will be reflected in the 2024 APR.

## **ANALYSIS**

### **Status of the Atherton General Plan and Progress in its Implementation**

The Land Use, Circulation, Open Space and Conservation, Noise, and Community Safety Elements of the Atherton General Plan were updated between 2017 and 2020 and adopted by the City Council on January 15, 2020. The Housing Element is the only element required to be reviewed and certified by HCD. On January 31, 2023, the Town adopted and self-certified its 6<sup>th</sup> Cycle Housing Element for 2023 to 2031. However, to achieve state-certification, the Town continues to work towards updating the adopted 6<sup>th</sup> Cycle Housing Element. At present, the Town’s contract planning staff is completing an initial study that addresses requirements of the California Environmental Quality Act (CEQA) to address potential impacts from zoning changes relating to the 6<sup>th</sup> Cycle Housing Element. As this process continues, the Town continues to pursue the 2023-31 RHNA allocation requirements assigned by HCD and OPR, and in compliance with the Town’s adopted General Plan.

### **Progress in meeting Atherton’s Share of Regional Housing Needs**

Atherton’s 2023-31 RHNA allocation is a total of 348 units with affordability requirements of 148 very low-income or low-income units, 56 moderate-income units, and 182 above moderate-income units. The Town’s adopted 6<sup>th</sup> Cycle Housing Element uses a combination of projected pipeline projects, the Town’s Accessory Dwelling Unit (ADU) program, development of multifamily zoning overlay, underutilized parcels and the SB9 program to meet the unit requirements for all income levels.

Table A lists the permit applications filed with the Planning Department for single family dwellings and accessory dwelling units during 2023. The table identifies sites by Assessor’s Parcel

Number (APN), street address, a project name as categorized in the Department’s permit tracking system, and a permit number. The details provided for each application include the type of housing unit developed, such as an ADU or single-family dwelling (SFD), the anticipated tenure of the unit (renter or owner occupied), the date of application submittal, and the anticipated affordability of the unit. The current status of each submittal is also provided, indicating if the application is still pending review, approved, or disapproved. The state also requests that the Town report on the use of any permit streamlining processes (i.e. SB 9) or the use of the state’s Density Bonus program.

As indicated in Table A, the planning department reviewed twenty (20) applications for single-family dwellings and seventy-one (71) ADU applications in 2023. Additionally, for forty-seven (47) of the ADU applications the Town also had the opportunity to collect applicant-reported rental information through a voluntary survey. This data indicates that during 2023 the Planning Department received applications for twenty-nine (29) ADUs affordable to households at very low- and low-income levels opportunities, and two (2) ADUs at moderate-income levels. The remaining ADUs and single-family homes are categorized as above-moderate income.

The information provided in Table A2 focuses on permit activity that occurred during 2023 and tracks applications for ADUs and single-family homes that are already “entitled” (approved) by the Planning Department through review and permit issuance by the Building Department, as well as the final inspection and completion process that reflects when a housing unit may be occupied. If any step during this process occurred during 2023, the Town must report it to the state in the APR. For example, 2 Rosewood Drive received approval by the Planning Department for an ADU in 2018, received a building permit to commence construction in 2019 and received its certification of completion for the permit in 2023. Therefore, this project is captured in the 2023 APR.

Similar to Table A, Table A2 requires any known information relative to unit affordability that may or may not be deed-restricted. Table A2 also requests information relating to permit-streamlining, participation in financial assistance programs, specifics of affordability requirements in deed-restrictions, demolition of existing units and participation in the state’s Density Bonus program.

Table B provides an overview of the Town’s progress in meeting its Regional Housing Needs Allocation Progress. The number of units reflected for 2023 are pulled from the building permit *issued* data in Table A2 (sections 7, 8 and 9) and only counts 2023 permits. Any building permits that are issued in 2024 will appear in the 2024 APR. As shown in Table B, the Town added an additional 38 units towards its allocation during 2023. Throughout the remaining cycle, the Town must provide an additional 283 units, at varying income levels. To achieve this requirement the Town is relying on a combination of housing programs. Table D summarizes last year’s progress on the adopted Housing Element implementation programs, many of these programs are structured to meet the remaining RHNA objectives.

### **Degree to which the Atherton General Plan complies with the Adopted OPR Guidelines**

The OPR adopted General Plan Guidelines in 2003 for use by local jurisdictions in the preparation of their general plans. The Guidelines were updated in 2017. The Guidelines are permissive, not mandatory and are quite extensive. According to staff analysis, the 2019 Atherton General Plan is in compliance with the adopted OPR Guidelines. As the Town considers additional changes to its

adopted Housing Element, amendments to the General Plan may be required. However, these changes and their alignment with the OPR Guidelines would be addressed in the 2024 APR.

### **Date of the Last Revision to the Atherton General Plan**

The last revision to all elements except the Housing Element of the Atherton General Plan was adopted by the City Council on January 15, 2020. The 2023-31 Housing Element was adopted and self-certified by the City Council on January 31, 2023. Updates to the adopted 2023-31 Housing Element are forthcoming in 2024 and will be addressed in the 2024 APR.

### **POLICY FOCUS**

The State of California Government Code Section 65300 requires each county and city to adopt a comprehensive, long-term general plan for the physical development of the county or city. Government Code 65400 et seq requires the preparation of an annual report to the local legislative body, the California Governor’s Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD) describing the status of the plan and progress in its implementation, the progress in meeting its share of regional housing needs, the degree to which the local plan complies with the adopted OPR guidelines, and the date of the last revision to the plan. This report is intended to comply with the requirement. There are no other outstanding policy issues related to this report.

### **GOAL ALIGNMENT**

This Report and its contents are in alignment with the following Council Policy Goals:

- Goal B – Preserve Small Town Character and Quality of Life
- Goal F – Be Forward-Thinking, Well-Managed, and Well-Planned

### **PUBLIC NOTICE**

No public hearing nor public notice are required prior to City Council consideration of this report. Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town’s electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town’s electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

### **FISCAL IMPACT**

All costs associated with this project are paid for by the Town of Atherton from the Contract Planner budget.

### **COMMISSION/COMMITTEE FEEDBACK/REFERRAL**

This item went before the Planning Commission on February 28, 2024, as an informational item. The Planning Commission received a preliminary version of this report as context for the Town’s

ongoing efforts to update the 6<sup>th</sup> Cycle Housing Element. The Planning Commission discussed and provided recommendations to staff on methods to streamline the data collection for future reports.

### **ATTACHMENTS**

1. Housing Element Annual Progress Report Data Tables
2. Analysis of Atherton General Plan with OPR Guidelines

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

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

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

**Table A**  
**Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by	Total Disapproved Units by	Streamlining	Density Bonus Law Applications	Application Status	Project Type	Notes			
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA, SFD, 1.5, 4.5, ADU, AH)	Tenure (R=Rentor, 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	9	10	11	12	13	
Summary Row: Start Data Entry Below							0	22	0	7	0	2	60	91	81	0							
		070-151-010	261 AITHERTON AVE	JUNIOR ADU (JADU)	ADU23-00003	ADU	O	1/9/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-151-010	261 AITHERTON AVE	NEW DETACHED ADU	ADU23-00004	ADU	O	1/9/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-200-160	47 JENNINGS LN	CONVERSION ADU	ADU23-00005	ADU	O	1/13/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-060-220	148 TUSCALOOSA AVE	JUNIOR ADU (JADU)	ADU23-00006	ADU	O	1/13/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-060-220	148 TUSCALOOSA AVE	NEW DETACHED ADU	ADU23-00007	ADU	O	1/13/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		059-291-080	50 AMADOR AVE	JUNIOR ADU (JADU)	ADU23-00008	ADU	O	1/17/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		059-291-080	50 AMADOR AVE	NEW DETACHED ADU	ADU23-00009	ADU	O	1/17/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		073-261-430	38 SARGENT LN	NEW DETACHED ADU	ADU23-00010	ADU	O	1/18/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		073-261-430	38 SARGENT LN	JUNIOR ADU (JADU)	ADU23-00011	ADU	O	1/18/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-313-090	51 FAIR OAKS LN	NEW ATTACHED ADU	ADU23-00012	ADU	O	1/23/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-060-130	122 AITHERTON AVE	NEW DETACHED ADU	ADU23-00013	ADU	O	1/23/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-220-080	43 VIRGINIA LN	CONVERSION ADU	ADU23-00014	ADU	O	2/7/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		073-181-010	497 STOCKBRIDGE AVE	NEW ATTACHED ADU	ADU23-00015	ADU	O	2/16/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-171-140	1 HOLBROOK LN	NEW DETACHED ADU	ADU23-00016	ADU	O	2/1/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		061-123-040	72 MANICUL DR	NEW DETACHED ADU	ADU23-00017	ADU	R	2/2/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		061-053-010	46 LILAC DR	NEW DETACHED ADU	ADU23-00018	ADU	O	3/1/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		070-214-150	175 BRITTON AVE	NEW ATTACHED ADU	ADU23-00019	ADU	R	3/2/2023					1	1	1	1	0			N/A	APPROVED	Ministerial	
		070-161-130	75 FAIRVIEW AVE	NEW ATTACHED ADU	ADU23-00020	ADU	O	3/6/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-531-200	60 MAPLE AVE	NEW ATTACHED ADU	ADU23-00021	ADU	O	3/6/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-161-160	82 LINDA VISTA	NEW DETACHED ADU	ADU23-00022	ADU	O	1/25/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		070-080-160	140 AITHERTON AVE	NEW ATTACHED ADU	ADU23-00023	ADU	O	4/13/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		060-200-010	2 JENNINGS LN	NEW DETACHED ADU	ADU23-00024	ADU	O	4/13/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		059-291-090	59 AMADOR AVE	NEW ATTACHED ADU	ADU23-00025	ADU	O	4/21/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		059-291-090	59 AMADOR AVE	JUNIOR ADU (JADU)	ADU23-00026	ADU	O	4/21/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-250-240	35 ISABELLA AVE	NEW DETACHED ADU	ADU23-00027	ADU	O	5/4/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-250-240	35 ISABELLA AVE	JUNIOR ADU (JADU)	ADU23-00028	ADU	O	5/4/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		061-030-040	83 WHEATBERRA AVE	NEW DETACHED ADU	ADU23-00029	ADU	O	5/4/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-320-200	244 PARK LN	NEW DETACHED ADU	ADU23-00030	ADU	O	5/9/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		061-184-040	96 LABURNUM RD	NEW DETACHED ADU	ADU23-00031	ADU	O	5/9/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-343-350	53 SANTAGO AVE	NEW ATTACHED ADU	ADU23-00032	ADU	O	5/23/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		060-321-020	76 FAIR OAKS LN	JUNIOR ADU (JADU)	ADU23-00033	ADU	O	5/25/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		061-132-100	73 HAWTHORNE DR	NEW DETACHED ADU	ADU23-00034	ADU	R	6/1/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		061-072-050	89 LARCH DR	NEW DETACHED ADU	ADU23-00035	ADU	O	6/1/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		061-161-020	173 HAWTHORNE DR	NEW DETACHED ADU	ADU23-00037	ADU	O	6/22/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-342-030	2 SANTAGO AVE	NEW DETACHED ADU	ADU23-00038	ADU	R	6/29/2023			1			1	1	1	0			N/A	APPROVED	Ministerial	
		070-343-360	63 SANTAGO AVE	NEW ATTACHED ADU	ADU23-00039	ADU	O	7/6/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		070-330-080	226 PARK LN	CONVERSION ADU	ADU23-00040	ADU	O	7/10/2023						1	1	1	0			N/A	RECEIVED	Ministerial	under review
		060-162-190	42 SAN BENITO AVE	JUNIOR ADU (JADU)	ADU23-00041	ADU	O	7/12/2023			1			1	1	1	0			N/A	APPROVED	Ministerial	
		060-162-190	42 SAN BENITO AVE	NEW DETACHED ADU	ADU23-00042	ADU	R	7/12/2023					1	1	1	1	0			N/A	APPROVED	Ministerial	
		070-240-150	92 INGLEWOOD LN	NEW DETACHED ADU	ADU23-00043	ADU	O	7/13/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-302-130	76 BELLEAU AVE	CONVERSION ADU	ADU23-00044	ADU	O	7/18/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		059-292-240	29 AMADOR AVE	JUNIOR ADU (JADU)	ADU23-00046	ADU	O	8/4/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		059-311-210	60 ADAM WAY	NEW DETACHED ADU	ADU23-00047	ADU	O	8/4/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		061-030-090	168 HEATHER DR	CONVERSION ADU	ADU23-00048	ADU	O	8/5/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-320-030	135 KAREN WAY	JUNIOR ADU (JADU)	ADU23-00050	ADU	O	8/10/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-320-030	135 KAREN WAY	NEW ATTACHED ADU	ADU23-00051	ADU	O	8/10/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-171-010	87 HOLBROOK LN	JUNIOR ADU (JADU)	ADU23-00052	ADU	O	8/14/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		060-171-010	87 HOLBROOK LN	NEW ATTACHED ADU	ADU23-00053	ADU	O	8/14/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		061-032-050	153 JAMES AVE	NEW DETACHED ADU	ADU23-00054	ADU	O	8/23/2023						1	1	1	0			N/A	RECEIVED	Ministerial	under review
		070-050-070	167 ALMENDRAL AVE	NEW DETACHED ADU	ADU23-00055	ADU	R	8/29/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-050-070	167 ALMENDRAL AVE	JUNIOR ADU (JADU)	ADU23-00056	ADU	O	8/29/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		070-192-070	39 BARRY LN	NEW DETACHED ADU	ADU23-00057	ADU	O	9/5/2023						1	1	1	0			N/A	RECEIVED	Ministerial	under review
		070-120-050	17 TUSCALOOSA AVE	NEW DETACHED ADU	ADU23-00058	ADU	R	9/6/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-021-100	51 MARYMONT AVE	NEW DETACHED ADU	ADU23-00059	ADU	O	9/20/2023						1	1	1	0			N/A	RECEIVED	Ministerial	under review
		059-281-250	251 SELBY LN	JUNIOR ADU (JADU)	ADU23-00060	ADU	O	10/13/2023						1	1	1	0			N/A	RECEIVED	Ministerial	under review
		059-291-250	251 SELBY LN	NEW DETACHED ADU	ADU23-00061	ADU	O	10/13/2023						1	1	1	0			N/A	RECEIVED	Ministerial	under review
		061-083-120	84 LUPIN LN	NEW DETACHED ADU	ADU23-00062	ADU	O	10/26/2023		1				1	1	1	0			N/A	APPROVED	Ministerial	
		070-012-150	96 MARYMONT AVE	JUNIOR ADU (JADU)	ADU23-00063	ADU	O	11/3/2023						1	1	1	0			N/A	APPROVED	Ministerial	
		070-012-150	96 MARYMONT AVE	NEW DETACHED																			

Jurisdiction		Atherton		ANNUAL ELEMENT PROGRESS REPORT																	Note: "*" indicates an optional field						
Reporting Year		2023 (Jan 1 - Dec 31)		Housing Element Implementation																	Cells in grey contain auto-calculation formulas						
Planning Period		8th Cycle 01/31/2023 - 01/31/2031		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					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22						
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4+ ADU,MH)	Tenure R=Rentor 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					
Summary Row: Start Data Entry Below							0	11	0	8	0	1	31		51	0	6	0	7	0	25	38	0				
	061-053-010	46 LLAG DR		ADU	BP23-00084	ADU	O							3/9/2023	1								1	6/9/2023	1	38	
	060-302-060	85 RITTENHOUSE AVE		ADU	BP23-00231	ADU	O							2/23/2023	1								1	4/14/2023	1	1	
	061-072-050	81 LARCH DR		ADU	BP23-00407	ADU	O							8/16/2023	1								1	8/22/2023	1	1	
	070-342-030	2 SANTIAGO AVE		ADU	BP23-00441	ADU	R							10/18/2023	1								1	10/18/2023	1	1	
	060-162-190	42 SAN BENITO AVE		ADU	BP23-00473	ADU	R							10/23/2023	2								2	12/1/2023	2	1	
	059-311-210	60 ADAM WAY		ADU	BP23-00509	ADU	O							8/4/2023	1								1	9/21/2023	1	1	
	059-303-300	18 SELBY LN		ADU	BP23-00514	ADU	O							1/21/2022	1								1	9/12/2023	1	1	
	070-120-050	17 TUSCALOOSA AVE		ADU	BP23-00465	ADU	R							9/12/2023	1								1	9/16/2023	1	1	
	060-200-010	2 JENNINGS LN		ADU	BP23-00574	ADU	O							6/15/2023	1								1	9/20/2023	1	1	
	070-240-150	92 INGLEWOOD LN		ADU	BP23-00577	ADU	O							9/12/2023	1								1	12/6/2023	1	1	
	070-050-070	167 ALMENDRAL AVE		ADU	BP23-00647	ADU	R							1/12/2023	1								1	2/13/2024	1	1	
	061-186-040	96 LABURNUM RD		ADU	BP23-00679	ADU	O							6/22/2023	1								1	1/17/2023	1	1	
	070-162-070	39 BARRY LN		ADU	BP23-00769	ADU	O							1/16/2023	1								1	1/10/2024	1	1	
	061-083-120	84 LUPIN LN		ADU	BP23-00776	ADU	R							10/26/2023	1								1	12/18/2023	1	1	
	061-132-100	73 HAWTHORNE DR		ADU	BP23-00800	ADU	R							6/1/2023	1								1	2/1/2024	1	1	
	070-320-200	244 PARK LN		ADU	BP23-00313	ADU	R							5/9/2023	1								1	8/15/2023	1	1	
	061-181-020	173 HAWTHORNE DR		ADU	BP23-00405	ADU	R							6/23/2023	1								1	10/24/2023	1	1	
	060-302-130	78 BELLEAU AVE		ADU	BP23-00511	ADU	R							7/16/2023	1								1	10/17/2023	1	1	
	073-181-010	487 STOCKBRIDGE AVE		ADU	BP23-00552	ADU	O							2/16/2023	1								1	10/2/2023	1	1	
	061-123-040	72 MAGNOLIA DR		ADU	BP23-00270	ADU	R							2/28/2023	1								1	7/24/2023	1	1	
	070-230-250	62 ISABELLA AVE		BASEMENT ADU	BP23-00867	SFA	O							1/19/2024	1								1	2/22/2024	1	1	
	070-181-130	75 FAIRVIEW AVE		W/BASEMENT WIADU	BP23-00064	SFD	O							3/6/2023	1								1	8/16/2023	1	1	
	070-320-200	244 PARK LN		W/BASEMENT WIADU	BP23-00398	SFD	O							5/9/2023	1								1	8/15/2023	1	1	
	059-303-300	19 SELBY LN		W/BASEMENT WIADU	BP23-00512	SFD	O							1/21/2022	2								2	9/12/2023	2	2	
	070-343-350	53 SANTIAGO AVE		W/BASEMENT WIADU	BP23-00603	SFD	R							5/23/2023	2								2	9/28/2023	2	2	
	070-343-360	63 SANTIAGO AVE		W/BASEMENT WIADU	BP23-00612	SFD	R							7/6/2023	2								2	9/28/2023	2	2	
	059-291-090	58 AMADOR AVE		NOBASEMENT WIADU	BP23-00205	SFD	O							5/24/2023	3								3	7/19/2023	3	3	
	070-343-102	240 WILSON AVE		NOBASEMENT WIADU	BP23-00713	SFD	O							1/13/2023	2								2	2/3/2024	2	2	
	061-072-050	89 LARCH DR		W/BASEMENT	BP23-00406	SFD	O							6/1/2023	2								2	8/22/2023	2	2	
	059-292-240	29 AMADOR AVE		W/BASEMENT	BP23-00561	SFD	R							8/4/2023	2								2	1/25/2024	2	2	
	070-240-150	92 INGLEWOOD LN		W/BASEMENT	BP23-00575	SFD	O							9/12/2023	2								2	12/6/2023	2	2	
	070-012-150	96 MARYMONT AVE		W/BASEMENT	BP23-00318	SFD	R							1/26/2023	3								3	1/11/2024	3	3	
	070-210-150	175 BRITTON AVE		NOBASEMENT	BP23-00425	SFD	O							3/7/2023	2								2	9/20/2023	2	2	
	060-162-190	42 SAN BENITO AVE		NOBASEMENT	BP23-00472	SFD	O							10/24/2023	3								3	1/21/2023	3	3	
	070-050-070	167 ALMENDRAL AVE		NOBASEMENT	BP23-00646	SFD	O							2/12/2023	3								3	2/13/2024	3	3	
	070-192-070	39 BARRY LN		NOBASEMENT	BP23-00767	SFD	O							9/5/2023	2								2	2/11/2024	2	2	
	061-103-090	2 ROSEWOOD DR		New Second Dwelling	BP18-00206	ADU	O							1/16/2019	1								1	1/6/2019	1	1	
	070-021-250	1 MADAGASCAR WAY		New 1,147 sq ft Accessory Dwelling Unit	BP20-00259	ADU	R							12/26/2020	1								1	8/21/2023	1	1	
	061-272-040	70 MAPLE LEAF WAY		New ADU	BP20-00441	ADU	O							11/20/2020	1								1	11/25/2020	1	1	
	060-291-040	29 SNOWDEN AVE		New ADU	BP20-00592	ADU	O							1/9/2020	1								1	11/22/2020	1	1	
	059-311-100	39 STOCKBRIDGE AVE		New ADU	BP20-00731	ADU	O							3/14/2019	1								1	12/14/2020	1	1	
	073-220-160	333 ATHERTON AVE		New ADU	BP20-00860	ADU	O							4/14/2021	1								1	3/12/2021	1	1	
	070-011-300	351 STOCKBRIDGE AVE		New ADU	BP21-00031	ADU	O							1/15/2021	1								1	5/10/2021	1	1	
	059-281-200	283 SELBY LN		New ADU	BP21-00377	ADU	O							2/5/2021	1								1	9/9/2021	1	1	
	061-232-070	47 RINGWOOD AVE		960SQFT ADU & attached Garage	BP21-00602	ADU	O							8/23/2021	1								1	1/18/2022	1	1	
	061-252-100	17 LOWERY DR		NEW 1200SQFT ADU	BP21-00838	ADU	O							5/23/2022	1								1	12/17/2021	1	1	
	073-212-050	54 RESERVOIR DR		New ADU	BP22-00107	ADU	O							1/23/2022	1								1	7/15/2022	1	1	
	059-280-130	196 PATRICIA DR		ADU	BP22-00265	ADU	O							5/23/2022	1								1	5/23/2022	1	1	
	059-292-230	43 AMADOR AVE		New ADU	BP22-00330	ADU	O							3/7/2022	1								1	9/26/2022	1	1	
	061-252-110	35 EDGE RD		New ADU	BP22-00682	ADU	O							1/23/2022	1								1	1/30/2022	1	1	
	061-092-030	189 GREENOAKS DR		NEW RESIDENCE, NO BASEMENT 7721 SQ FT	BP19-00813	SFD	O							9/10/2019	1								1	1/23/2020	1	1	
	059-293-010	101 STOCKBRIDGE AVE		New Res w/ Att Gar, Att ADU, & Trellis + Porch	BP19-00857	SFD	O							9/12/2019	2								2	1/28/2020	2	2	
	073-202-060	395 ATHERTON AVE		New Main Residence w/ Attached Garage	BP20-00331	SFD	O							6/16/2019	1								1	2/3/2021	1	1	
	061-272-040	70 MAPLE LEAF WAY		New Main Residence w/ Attached Garage	BP20-00440	SFD	O																				



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

## ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

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

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
		1	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	Deed Restricted	94	-	-	-	-	-	-	-	-	-	-	15	79
	Non-Deed Restricted		9	6	-	-	-	-	-	-	-	-		
Low	Deed Restricted	54	-	-	-	-	-	-	-	-	-	-	7	47
	Non-Deed Restricted		-	7	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	56	-	-	-	-	-	-	-	-	-	-	-	56
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Above Moderate		144	18	25	-	-	-	-	-	-	-	-	43	101
Total RHNA		348												
Total Units			27	38	-	-	-	-	-	-	-	-	65	283
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5	6										7	
Extremely low-income Need			2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date	Total Units Remaining	
Extremely Low-Income Units*		47	6	-	-	-	-	-	-	-	-	6	41	

\*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](mailto:apr@hcd.ca.gov).

VLI Deed Restricted  
VLI Non Deed Restricted



# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

Jurisdiction		Atherton	
Reporting Year		2023	
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
3.811(A) New Single Family Housing Development	Continue to facilitate and expediate the development of new single family housing units. The Town projects a net of 10 additional homes in the above moderate-income category during the 2023-2031 planning period.	2023-31	Ongoing program. In 2023 the Town issued building permits for nine above moderate-income single family homes; of which eight projects included the demolition of an existing dwelling. This permit activity resulted in one net-new above moderate-income single-family home.
3.811(B) New Single Family Housing Development from SB9 Implementation	The Town adopted an SB9 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 SB9.	2023-31	Ongoing program. Six SB9 lots were recorded in 2023. This resulted in a net of 20 new above moderate-income dwelling units.
3.811(C) New Multi-Family Housing Development	The Town will adopt RM-10, RM-20, and RM-40 multifamily residential overlays that allow a maximum of 10 du/ac, 20 du/ac, and 40 du/ac, 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.	2023-31	Initiated. The Town is currently pursuing a program to develop objective design standards and rezone properties identified in the adopted Housing Element to align with this program. Additionally, the Town is considering expanding the sites identified in the adopted Housing Element.
3.812 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 35 new ADUs per year, for a total of 280 during the planning period. The Town projects that 112 ADUs will be available to very low- and low-income households and 56 ADUs will be available to moderate income households.  The Town also plans to greatly expand community outreach to realize additional ADU development by distributing a community outreach mailing and providing a community workshop on new ADU development standards annually. The Town will also provide a website dedicated to sharing information and providing development standards.	2023-31	Ongoing. During 2023 the Town issued buildings permits that would result in the construction of 30 ADUs, including JADUs. Results from a volunteer survey of applicants indicate that the number of units affordable to different household income levels is as follows: 6 at very low-income, 7 at low-income and 17 at above-moderate income.  The Town has an active website that provides information on its ADU programs. Additionally, the Town is currently updating its ADU ordinance to align with State law and incentivize ADU development.
3.813 Multifamily Housing Development on School Properties	Amend the PFS zoning district to permit new multifamily housing by right for 40 du/ac and 20 du/ac at four school sites, subject to objective design standards. This will support the construction of 80 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.	One year after Housing Element Certification.	Initiated. The Town is currently pursuing a program to develop objective design standards and rezone properties identified in the adopted Housing Element to align with this program's objectives.
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.	One year after Housing Element Adoption.	Initiated. The Town is currently completing a nexus study that will inform the development of this program.
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.	Ongoing	Ongoing. The Town continues to process permits for the improvement, rehabilitation and conservation of existing housing units.
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 Atherton residents who can no longer remain in their homes and who wish to continue living in Atherton. 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 uses are allowed.	Ongoing	Ongoing. The Town amended its Zoning Ordinance in 2010 to comply with the State's residential care facility zoning requirements.
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	Ongoing and partially met. Information is provided in Town Hall.
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	Ongoing and partially met. Information is provided in Town Hall.
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 Senior Workshop within two years of Housing Element certification and annually thereafter.	Not initiated. The Town continues to pursue certification of the Housing Element by the State and has not initiated this program.
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	Ongoing. The Town reviews all permits for compliance with applicable ADA regulations.
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	Ongoing and partially met. Information is provided in Town Hall.
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.	Ongoing	Ongoing. The Town administers a reasonable accommodation process when requested.
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 retrofits for accessibility, Meals on Wheels and senior in-home care providers.	Distributed two years from Housing Element certification and annually thereafter	Initiated. During 2023 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.

3.823 (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.	Complete this program within three years of Housing Element certification.	Not initiated.
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.	The zoning code amendment will be adopted within one year of Housing Element certification.	Initiated. The Town has compiled an inventory of existing pool houses and guest houses. Upon adoption of updates to the ADU Ordinance, which facilitates the conversion of structures to ADUs, the Town will distribute information to property owners educating them of any opportunity for conversions.
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.	The impact fee will be adopted within two years of Housing Element certification.	Initiated. The Town is currently completing a nexus study that will inform the development of this program.
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. Mandate training for multi-family developers, property owners and any resident renting an ADU or similar unit.	Ongoing during the planning period	Not initiated.
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.	This program will be developed within two years of Housing Element certification.	Not initiated.
3.823 (G) Equal Housing Opportunity	Affirmatively market low-income units to households that are underrepresented in the Town in comparison to neighboring jurisdictions.	This program will commence within six months of Housing Element certification.	Not initiated.
3.824 Emergency Shelters, Transitional and Supportive Housing	Continue to support the possibility of Emergency Shelters, Transitional Housing, and Supportive Housing in Atherton. Emergency shelters are a permitted use on the Town Civic Center Property.	Ongoing	Ongoing. The Town continues to permit Emergency shelters as a permitted use on the Town Civic Center Property.
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 enforcing 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.
3.841 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 who desire additional income and/or companionship. The Town will make information about the Home Sharing program available at Town Hall and will publicize the effort on the Town's website. The Town will mail information on the program to all property owners in Town. The Town projects 1-2 home share matches each year.	Conduct community outreach by December 31, 2023 and annually thereafter.	Complete and ongoing. During 2023 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. Rental of ADUs and production of multifamily housing as identified in the Housing Element.	Within one year of Housing Element adoption and ongoing thereafter	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 Previously Identified Housing Sites	The Town will rezone any sites reused from a prior housing element within three years or one year of the beginning of the planning period to allow residential use by-right for housing developments in which at least 20 percent of the units are affordable to lower-income households, and no subdivision is required. (Gov. Code, § 65583.2, subd. (c).)	Complete rezoning within one year of Housing Element certification.	Incomplete. This program is pending Housing Element certification by the state.
3.844 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, § 65589.7.)	Upon adoption of Housing Element	Ongoing. The Town has notified service providers of the potential for additional sites to be added to the Housing Element.
3.845 Accessory Dwelling Units Monitoring	The Town will monitor permitted ADUs and affordability every other year 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. The Town's objective is to realize development of 280 new housing units.	Ongoing, starting one year after Housing Element adoption	Ongoing. The Town is considering updates to its ADU Ordinance that will incentivize the development of ADUs. During 2023 the Town issued buildings permits that would result in the construction of 30 ADUs, including JADUs. Results from a volunteer survey of applicants indicate that the number of units affordable to different household income levels is as follows: 6 at very low-income, 7 at low-income and 17 at above-moderate income.  The Town anticipates an increase in ADU permit activity throughout 2024 and 2025 in response to updates to the Ordinance, reduced permit fees and subsequent increases in community outreach to educate on updates to the ADU program.
3.846 By-Right Permanent Supportive Housing	The Town will revise the zoning code to allow Permanent Supportive Housing as a by-right use in zones where multifamily and mixed-uses 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 the Zoning Code within one year of Housing Element certification	Incomplete.
3.847 By-Right Low-Barrier Navigation Centers	The Town will revise the zoning code to allow Low Barrier Navigation Centers to be a use-by-right in zones where multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses pursuant to Government Code section 65660.	Revise Zoning Code within one year of Housing Element certification	Incomplete.
3.848 Approval of Mobile Homes and Manufactured Housing	The Town will 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 within one year of Housing Element certification	Incomplete.

3.849 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 65940.1(a)(1).	Ongoing	Complete and Ongoing. The Town includes all program information on its website.
3.850 Group Homes for Persons with Disabilities	The Town will 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.	Revise Zoning Code one year from Housing Element certification	Incomplete.
3.851 Replacement Housing Requirements	The Town will require replacement housing for lower-income units (Gov. Code, § 65583.2, subd. (g)(3).) with the same requirements as set forth in Government Code section 65915, subdivision (c), paragraph (3).	Ongoing	Ongoing. The Town does not currently have restricted lower-income units subject to this program.
3.852 Employee Housing	The Town will 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 the same manner as other agricultural uses in the same zone.	Amend zoning code within one year of Housing Element certification	Incomplete.
3.853 Emergency Shelters	The Town will amend its zoning code to comply with all provisions of State law pertaining to emergency shelters. Specifically, the Town will permit shelters without discretionary action. In addition, the Town will analyze all development standards and address any constraints on spacing and shelter size. Further, the Town will amend its code to ensure compliance with parking requirements of AB139/Government Code section 65583, subdivision (a)(4)(A).	Amend zoning code within one year of Housing Element certification	Incomplete.

## 2023 Analysis of Atherton General Plan (AGP) with Adopted Office of Planning and Research (OPR) Guidelines

OPR Guideline Requirement (to the extent that it is relevant) <sup>1</sup>	Reference of Comment	Degree of Compliance
Contains all 7 mandatory elements	AGP contains Land Use, Circulation, Housing, Open Space and Conservation, Noise and Community Safety Elements.	Full
Plan is integrated and internally consistent	All elements include a section entitled “Relation to Other Elements” describing how each is integrated and internally consistent.	Full
Land Use Element	Reference of Comment	Degree of Compliance
Contains a Land Use Diagram in sufficient detail to describe land use proposals	AGP contains a Land Use Diagram with sufficient detail to describe land use proposals. Pg. LU-17	Full
Shows distribution of housing, business and industry	AGP Land Use Diagram shows proposed residential, parks, open spaces, public facilities and schools uses. Business and industry are not permitted in Atherton. Pg. LU-17	Full
Distribution of open space including agriculture	AGP Land Use Diagram shows proposed open space uses. There is no agricultural land in Atherton, however, the topic is addressed. Pg. LU-17	Full
Distribution of mineral resources	There are no mineral resources in Atherton, however, the topic is addressed.	Full
Distribution of recreation facilities and opportunities	AGP Land Use Diagram, pg. LU-17, the Land Use Element text, pg. LU-9-10, and the Open Space and Conservation Element, pg. OSC-52-56 describe the distribution of recreation facilities and opportunities.	Full
Location of education facilities	AGP Land Use Diagram, pg. LU-17, the Land Use Element text, pg. LU-11, and the Open Space	Full

	and Conservation Element text pg. OSC-56 describe the location of education facilities.	
Location of public buildings and grounds	AGP Land Use Diagram, pg. LU-17, the Land Use Element text, pg. LU-10-11 describe the location of public buildings and grounds.	Full
Location of solid and liquid waste facilities	The Land Use Element text, pg. LU-12-13 describes the location of solid and liquid waste facilities.	Full
Identification of areas subject to flooding	The Land Use Element text, pg. LU-13 identifies areas subject to flooding.	Full
Identification of Timber Preserve Zone lands	There are no Timber Preserve Zone lands in Atherton.	N/A
Contains standards for population intensity and building intensity	The Land Use Element text and table, pg. LU-9 contains standards for population intensity and building intensity.	Full
<b>Circulation Element</b>	<b>Reference of Comment</b>	<b>Degree of Compliance</b>
Contains definitions and descriptions of:	The Circulation Plan Diagram, pg. CIR-36 and the Circulation Element text, pg. CIR-20, 27-29 define and describe major thoroughfares; freeways, highways, minor arterials, collectors, local streets and street standards.	Full
Major Thoroughfares	The Circulation Plan Diagram, pg. CIR-36 and the Circulation Element text, pg. CIR-20, 27-29 define and describe major thoroughfares; freeways, highways, minor arterials, collectors, local streets and street standards.	Full
Transportation Routes	The Circulation Diagram pg. CIR-36 and the Circulation Element text, pg. CIR20-26 defines and describes transportation routes.	Full
Terminals	The Circulation Element text, pg. CIR-25, defines and describes the local rail terminals.	Full

Other local public utilities and facilities including airports and parking	The Circulation Element text, pg. CIR-20-26 defines and describes scenic roadways, transit and rail traffic, bicycle and pedestrian facilities. There are no airports close to Atherton	Full
<b>Housing Element</b>	<b>Reference of Comment</b>	<b>Degree of Compliance</b>
See Attachment 1 – 2023 APR		
<b>Open Space and Conservation Element</b>	<b>Reference of Comment</b>	<b>Degree of Compliance</b>
The Conservation Element should address water and its hydraulic force, forests, soils, rivers and other waters, harbors, fisheries, wildlife, minerals and other natural resources	There are no rivers, harbors, fisheries or commercial mineral resources in Atherton. The AGP Open Space and Conservation Element text, pg. OSC-53-56 addresses protection of scenic resources, significant stands of natural vegetation, wildlife habitat, sensitive environmental resources (e.g. streambeds), and archaeological resources.	Full
The Open Space Element should address open space for the preservation of natural resources, for the managed production of resources, for outdoor recreation, for public health and safety, for military support and for tribal resources	AGP Open Space and Conservation Element text, pg. OSC-53-56, the Land Use Diagram, pg. LU-17 and the Land Use Element text, pg. LU-9-10 address open space for the preservation of natural resources, for the managed production of resources, for outdoor recreation, for public health and safety, for military support and for tribal resources.	Full
The Open Space Element should contain an open space action program	AGP Open Space and Conservation Element text, pg. OSC-66-67 contains an Open Space Action Program.	Full
<b>Noise Element</b>	<b>Reference of Comment</b>	<b>Degree of Compliance</b>
Major noise sources, both mobile and stationary	AGP Noise Element text, pg. NOI-40-42 describes the major community noise sources.	Full
Existing and projected levels of noise and noise contours for major noise sources	AGP Noise Element Existing and Future Noise Contours diagrams, pg. NOI-47 & 48 provide	Full

	existing and projected noise contours for major noise sources.	
Existing and projected land uses and locational relationship to existing and projected noise sources	AGP Noise Element text, pg. NOI-42-43 describes the existing and projected land uses and locational relationship to existing and projected noise sources.	Full
Existing and proposed sensitive receptors, including hospitals, convalescent homes, schools, churches and sensitive wildlife habitat	AGP Noise Element Table N-2, pg. NOI-42 describes standards for sensitive receptors, including hospitals, convalescent homes, schools, churches and sensitive wildlife habitat.	Full
The extent of “noise problems in the community”	AGP Noise Element text, pg. NOI-43-44 describes the extent of “noise problems in the community”.	Full
Method of noise attenuation	AGP Noise Element text, pg. NOI-45-46 describes noise mitigation measures.	Full
Implementation measures and possible solutions that address existing and foreseeable noise problems	AGP Noise Element text, pg. NOI-45-46 describes implementation measures and possible solutions that address existing and foreseeable noise problems.	Full
<b>Community Safety Element</b>	<b>Reference of Comment</b>	<b>Degree of Compliance</b>
Seismically induced surface rupture, ground shaking, ground failure, tsunami, seiche, and dam failure	AGP Community Safety Element text, pg. CS-72-74 addresses seismically induced surface faulting, ground shaking, ground failure, tsunami, water waves (seiche), and dam failure.	Full
Slope instability leading to mudslides and landslides	AGP Community Safety Element text, pg. CS-75 addresses slope instability leading to mudslides and landslides.	Full
Subsidence, liquefaction, and other seismic hazards identified on seismic hazard maps	AGP Community Safety Element text, pg. CS-75 addresses subsidence, liquefaction, and other seismic hazards identified on seismic hazard maps.	Full

Flooding	AGP Community Safety Element text, pg. CS-75-76 addresses flooding.	Full
Wildland and urban fires	AGP Community Safety Element text, pg. CS-76-77 addresses major fire incidents.	Full
Evacuation routes	AGP Community Safety Element text, pg. CS-78 & 80 addresses evacuation routes.	Full
Peak load water supply requirements	AGP Community Safety Element text, pg. CS-78 addresses peak load water supply requirements.	Full
Minimum road widths and turnouts	AGP Circulation Element text, pg. CIR-29 addresses minimum road widths.	Full
Clearances around structures	AGP Community Safety Element text, pg. CS-76-77 addresses clearances around structures including defensible spaces, home ignition zones and weed abatement.	Full

<sup>1</sup>Language from the OPR Guidelines.