

## TABLE A

<b>Jurisdiction</b>	Foster City	
<b>Reporting Year</b>	2023	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	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**

[illegible]

TABLE A2

[illegible]

# TABLE B

Jurisdiction	Foster City	
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	520	-	-	-	-	-	-	-	-	-	-	-	1	519
	Non-Deed Restricted		-	1	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	299	-	-	-	-	-	-	-	-	-	-	-	-	299
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-	
Moderate	Deed Restricted	300	-	-	-	-	-	-	-	-	-	-	-	-	298
	Non-Deed Restricted		1	1	-	-	-	-	-	-	-	-	-	-	
Above Moderate		777	1	2	-	-	-	-	-	-	-	-	-	3	774
Total RHNA		1,896													
Total Units			2	4	-	-	-	-	-	-	-	-	6	1,890	
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*		260		-	-	-	-	-	-	-	-	-	-	260	

\*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.

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).

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation

Jurisdiction		Foster City	
Reporting Year		2023	(Jan. 1 - Dec. 31)
Table D			
Program Implementation Status pursuant to GC Section 65583			
<div>Housing Programs Progress Report</div> <div>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.</div>			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-A-1-a Annual Tracking of Housing Activity	The City will provide a statistical summary of residential building activity tied to various types of housing, household need, income and Housing Element program targets.	Provide information annually by April 1 as part of the General Plan Annual Progress Report	See Tables A, A2, and B, attached.

<b>H-A-1-b No Net Loss/Development Pipeline Monitoring</b>	<p>Evaluate residential development proposals for consistency with the 2023-2031 Housing Element Sites Inventory. If a development approval will cause the Sites Inventory to be unable to accommodate all income levels of the RHNA, then additional site(s) shall be added pursuant to Government Code Section 65863(b)(1). No later than December 2023, the City will develop a procedure to monitor the development of proposed projects and vacant and non-vacant sites in the Sites Inventory and ensure that adequate sites are available throughout the 6th Cycle Planning Period to meet the remaining RHNA by income category to implement “no net loss” requirements. The City will monitor and report on the “no net loss” requirement on an annual basis with the Annual Progress Report. The procedure will monitor: 1) Unit count and income/affordability assumed on parcels included in the sites inventory as proposed projects, vacant, and underutilized sites.</p> <p>2) Actual units constructed and income/affordability when parcels are developed.</p> <p>3) Net change in capacity and income/affordability and a summary of remaining capacity and income/affordability in meeting the City’s remaining RHNA.</p> <p>4) Within one year of report on the “no net loss”, if necessary, make adjustments (e.g., incentives, rezonings, etc.) or identify additional sites.</p> <p>5) In 2027 conduct a mid-term evaluation of the effectiveness of strategies in</p>	<p>Develop procedure for monitoring by December 2023 and provide information annually by April 1 as part of the General Plan Annual Progress Report</p>	<p>Procedure is being developed for monitoring and making findings regarding any housing approvals to ensure adequate sites remain in the sites inventory. No approvals were issued in 2023 for sites in the site inventory.</p>
<b>H-A-1-c Future Housing Element Update</b>	<p>The City will update its Housing Element, consistent with State Law requirements.</p>	<p>Provide the next update by January 2031</p>	<p>No update in 2023.</p>
<b>H-A-1-d Evaluate General Plan Amendments for Consistency with Housing Element</b>	<p>Any future amendments to the General Plan will be evaluated for consistency with the Housing Element.</p>	<p>Ongoing</p>	<p>The Safety Element was adopted on August 21, 2023 and was internally consistent with all other elements of the General Plan.</p>

<b>H-A-2-a Community Outreach</b>	<p>The City will build on the success of “Home is Foster City” and “Community Dialogue Series” outreach programs to improve citizen awareness of housing needs, rehabilitation and disaster assistance loan subsidy programs, code enforcement, energy conservation programs, fair housing laws and affordable housing resources by: (1) having printed housing information available at City Hall, library, and other key locations;</p> <p>(2) providing public information through articles in the local newspaper, on the City’s website, the digital marquee, social media, and with cable TV public service announcements;</p> <p>(3) using additional methods to reach underserved and/or often underrepresented members of the community, including but not limited to low-income households, renters, and persons with disabilities.</p>	<p>Update website and print materials by December 2023; update social media and local newspaper articles at least once per year</p>	<p>As part of the City’s 2023 Climate Action Plan Update, extensive outreach was completed with about 2,000 interactions with community members. Staff updated the website with access to flyers on housing programs and resources and created hardcopy flyers for public facilities. All housing-related flyers can be found under ‘Supporting Documents’ on the City’s webpage: <a href="https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements">https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements</a> and <a href="https://www.fostercity.org/commdev/page/housing-resources-o">https://www.fostercity.org/commdev/page/housing-resources-o</a>. In addition, staff created a housing inquiry intake form to assist members of the public and tailor responses to specific needs. The digital version of the form is also available in 7 languages with opportunity to add additional languages as needed. The form is available on the Housing Resources website. Lastly, staff created a Strategic Community Outreach Plan in 2023.</p>
<b>H-A-3-a Technical Assistance to Non-Profits</b>	<p>The City will update the City’s BMR Administrative Guidelines to provide technical assistance, such as information on applicable regulations and policies and how to coordinate various programs, to non-profit groups organized to encourage provision of affordable housing and sponsors of affordable housing projects and programs. The City will facilitate provision of affordable housing by providing technical assistance in a liaison role with non-profit housing groups and managers of affordable housing units in the City.</p>	<p>Update City’s BMR Administrative Guidelines and post on the City’s website by December 2024</p>	<p>BMR Guidelines were updated in 2023 and the new guidelines became effective in January of 2024. Guidelines for the rental programs and ownership programs are on the City’s webpage: <a href="https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements">https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements</a>. Trainings are ongoing in 2024 and include group sessions and individual sessions with property managers.</p>
<b>H-A-4-a Adequate Water Supply</b>	<p>Work with EMID to develop water conservation requirements and/or increased water supply that will ensure sufficient water capacity to accommodate the RHNA, such as the potential use of water demand offset policies, require new and renovated developments to have “net neutral” water demand, or use of recycled water for irrigation.</p>	<p>Prior to or concurrent with adoption of Housing Element</p>	<p>On May 1, 2023, the EMID Board added Chapter 8.90, Water Neutrality Growth, to the EMID Code and in 2024 is developing guidelines for implementation of the ordinance. The Guidebook can be found on the website: <a href="https://www.fostercity.org/commdev/page/water-neutrality-guidebook">https://www.fostercity.org/commdev/page/water-neutrality-guidebook</a>. EMID has Water Conservation ordinances and offers water conservation rebates to all water customers (residential and commercial) and actively promotes rebates.</p>

<b>H-A-4-b Housing Element Transmittal to EMID</b>	Upon adoption of the Housing Element, provide a copy to EMID in compliance with California Governmetn Code Section 65589.7	Within five (5) days of adoption	Completed in 2023.
<b>H-A-4-c Update Urban Water Management Plan</b>	Work with EMID on updates to the Urban Water Management Plan (UWMP) and other policies and procedures to ensure implementation of the required priority for water and sewer service for developments with units affordable to lower-income households, as required by California Government Code 65589.7.	Assist with update of next UWMP by 2025	Work will begin in 2024.
<b>H-A-4-d Water Conservation</b>	Work with EMID to develop, promote, and implement water conservation methods and programs for new and existing developments, such as low flow fixtures, rebate programs, "lawn begone", etc. Improve promotion by providing information on conservation programs to building permit applicants.	Improve Building Division website and handout information on conservation programs by December 2023	Water Conservation Rebate Programs added to the City's Public Works webpage: <a href="https://www.fostercity.org/publicworks/page/water-conservation-rebate-programs">https://www.fostercity.org/publicworks/page/water-conservation-rebate-programs</a>
<b>H-A-5-a Commercial Linkage Fee</b>	Continue to implement the City's commercial linkage fee on new commercial development as a way to require new commercial development to contribute to the supply of affordable housing and to provide funding for affordable housing programs, including periodic review and update of the fee every five to seven years following the update in 2022.	Review and update by 2028; review and update every five to seven years thereafter	On track to review and update by 2028.
<b>H-A-5-b Local, State and Federal Funding for Affordable Housing</b>	Monitor the availability of and apply for local, state or federal funding sources that could be used to provide funding for affordable housing programs.	Report on funding applications to City Council annually in the General Plan Annual Report	Staff created a webpage in the housing section of the Community Development Department webpages dedicated to affordable housing funding opportunities. Staff began two applications for the County of San Mateo annual NOFA for CDBG, HOME, and PLHA funds – one for \$199,000 for rehabilitation of two existing low-income units to transition them to supportive housing, and the other for \$400,000 (over two years) for a low-income homeowner loan program.
<b>H-A-5-c Expand Sources of Funds for City Affordable Housing Fund</b>	Provide the necessary legal framework to be able to accept grants and donations to the City Affordable Housing Fund as a qualified trust fund from County, State, or Federal programs; employers; organizations; and individual donors. Evaluate potential sources of reliable funding for affordable housing programs.	Recommend legal framework to City Council by December 2023	Work was begun on establishing a local housing trust fund to be reviewed by the City Council in February 2024.

<b>H-A-5-d Budgeting for Housing Program</b>	<p>As part of the annual budget, allocate funds from the City Affordable Housing Fund or other sources to fund programs to address housing needs identified in the Housing Element and based on timing commitments specified for each program, that may include but are not limited to: (1) Staffing and other resources to administer housing programs.</p> <p>(2) H-B-2-a: Lower Income Homeowner Rehabilitation.</p> <p>(3) H-B-2-b: Facilitate Non-Profit Rehabilitation and Maintenance Assistance.</p> <p>(4) H-D-4-b: ADU Financial Incentive Program.</p> <p>(5) H-F-2-a: Emergency Housing Assistance.</p> <p>(6) H-G-2-b: Fair Housing Training for Landlords and Tenants</p>	Implement funding for programs as part of the annual budget process	There was no budget allocation for these items in 2023 and will be a part of the 2024-2025 budgeting.
<b>H-A-6-a Local Labor Program List</b>	Establish and post a list of local labor unions and apprenticeship programs on City's website and encourage the developers and contractors to hire local labor.	Establish the list by December 2023. Bi-annually update the list or upon requests from the local unions to be added to the list.	Completed. The contacts have been posted on the City's webpage: <a href="https://www.fostercity.org/commdev/page/planning-resources">https://www.fostercity.org/commdev/page/planning-resources</a>
<b>H-B-1-a Continue Code Enforcement</b>	Continue the existing Zoning and Building Code Enforcement and Property Maintenance programs. In addition, continue the mandatory fire code inspection program. Provide referrals to assistance programs in cases where owner is eligible per H-B-2-b.	Continue to implement program	In 2023, a total of 143 cases were opened. Of those, 71 cases were closed in less than 90 days.
<b>H-B-2-a Lower-Income Homeowner Rehabilitation Loans</b>	The City will provide or partner with a regional program to provide rehabilitation loans, energy improvement such as weatherization or solar, disaster assistance programs, and proactive outreach to lower-income homeowners.	Implement program by December 2024	Application to San Mateo County for funding for this program was prepared and submitted in January 2024.



<b>H-B-2-b Facilitate Non-Profit Rehabilitation/Maintenance Assistance</b>	The City will initiate a rebate program to provide up to \$5,000 in funding to very low-income homeowners who cannot otherwise afford the repairs. Eligible repairs include weatherization of doors and windows, broken windows and doors, installation of smoke detectors, water-heater replacement, electrical/mechanical work, plumbing repairs, solar photovoltaic, and accessibility improvements. The City will identify possible non-profit organizations (such as Rebuilding Together Peninsula, churches, service clubs, or Girl or Boy Scouts) that can provide assistance/proactive outreach and will provide information on the City's website and handouts at City Hall.	Implement program by December 2024	On track to implement program by December 2024.
<b>H-B-3-a Encourage Energy Conservation</b>	The City will continue to encourage Energy Conservation measures by enforcing CALGreen Energy requirements and continue to waive building permit fees for solar permits (photovoltaic panels). The City will continue the solar photovoltaic \$1000 rebate program as long as funds are available.	Continue to implement program	The Solar PV rebate program was on-going in 2023. A total of 30 EV Charging electrical permits were issued and a total of 12 solar rebates were issued in 2023. Information on the Solar Rebate Program can be found on the City's website at: <a href="https://www.fostercity.org/publicworks/page/solar-rebate-program">https://www.fostercity.org/publicworks/page/solar-rebate-program</a>
<b>H-B-3-b Expedited Energy Conservation Permits</b>	Continue to streamline permit processes for expedited review of solar permits and Electric Vehicle charging stations permits.	Continue to implement program	Express Plan Check for solar and EV Charging permits was initiated in 2023.
<b>H-B-3-c Increase Awareness Regarding Energy Conservation</b>	The City will continue to partner with regional agencies, such as Peninsula Clean Energy, RICAPS, and BAYREN. Update the City's website to make information easy to find and promote energy conservation resources, programs, and rebates	Update website by December 2023 and annually thereafter	The Draft 2023 Foster City Climate Action Plan Update includes a target to reduce energy emissions by 50% compared to 2005. Measures to reach this goal include promotion and expansion of participation in residential and commercial energy efficiency programs. The City's webpage can be found here and was updated in 2023: <a href="https://sustainable.fostercity.org/environmental-sustainability/resources-2/">https://sustainable.fostercity.org/environmental-sustainability/resources-2/</a>
<b>H-B-3-d Climate Action plan</b>	Implement recommended energy conservation measures for housing upon completion of the 2023 Climate Action Plan update.	Adopt CAP implementation programs by the end of 2024	The Administrative Draft 2023 Foster City Climate Action Plan Update was completed in November 2023. The five-year plan includes measures and actions to help the City reach a 49% decrease in GHG emissions below 2005 levels. On track to adopt CAP and implementation programs by the end of 2024.
<b>H-B-4-a Update Architectural and Solar Guidelines for Single Family Homes</b>	Update the Architectural and Solar Guidelines to implement the City's Architectural Review requirements contained in Chapter 17.58 of the Foster City Municipal Code to ensure that development preserves the architectural character and scale of the neighborhoods and community and is well designed.	Update Architectural and Solar Guidelines by December 2025	On track to update Architectural and Solar Guidelines by December 2025.

<b>H-B-5-a Air Quality Impacts</b>	When site-specific development is proposed and/or a Rezoning application is processed, potential air quality impacts from project traffic and other significant sources shall be studied, and mitigation measures to ensure compliance with the Bay Area Air Quality Management District standards in effect at the time shall be recommended if necessary.	Continue to implement program	All 2023 new development proposals (four ADUs), were exempt from environmental review under the California Environmental Quality Act (CEQA).
<b>H-B-5-b Geotechnical Studies</b>	Prior to any residential construction on the project sites, geotechnical studies would be required by the City unless a site-specific geotechnical study is already on file with the City.	Continue to implement program	All 2023 new development proposals (four ADUs), were exempt from environmental review under the California Environmental Quality Act (CEQA).
<b>H-B-5-c Seismic Hazards</b>	Buildings shall conform to the requirements of the latest adopted edition of the California Building Standards Code to reduce potential seismic-related hazards.	Continue to implement program	All building permits for new units are reviewed for compliance with Building Standards Code, including requirements to reduce seismic-related hazards.
<b>H-B-5-d Environmental Site Assessment</b>	When a site-specific development is proposed for housing on a site that was previously used for commercial or industrial uses, a Phase I and II Site Assessment shall be conducted to identify the extent of contamination and the clean-up measures necessary to meet the requirements of the Department of Toxic Substances Control and the Regional Water Quality Control Board.	Continue to implement program	All 2023 new development proposals (four ADUs), were exempt from environmental review under the California Environmental Quality Act (CEQA).
<b>H-B-5-e NPDES Requirements</b>	All National Pollutant Discharge Elimination System (NPDES) requirements will be met or required as mitigation measures for applicable housing projects.	Continue to implement program	Ongoing.
<b>H-B-5-f Noise Studies</b>	Noise studies shall be undertaken for each site when a site-specific housing development is proposed. These studies will identify needed mitigation measures to reduce noise levels to an acceptable level for residential uses of the sites as identified in the Noise Element of the Foster City General Plan.	Continue to implement program	Ongoing. No new development proposals subject to this program in 2023.

<b>H-B-5-g Traffic Impacts</b>	Traffic impacts shall be evaluated for housing development pursuant to the threshold requirements for CEQA analysis of traffic impacts. Each site-specific evaluation will consider Vehicle Miles Traveled (VMT), intersection and freeway impacts, TDM measures incorporated into the project, parking, transit, pedestrian/bicycle safety, and potential impacts on neighborhood streets and evacuation.	Continue to implement program	Ongoing. No new development proposals subject to this program in 2023.
<b>H-B-5-h Water Supply Assessment</b>	A Water Supply Assessment (WSA) shall be performed for housing development proposals not previously analyzed pursuant to the threshold requirements for WSAs contained in California Water Code Section 10910 et seq. and California Government Code Section 66473.7.	Continue to implement program	Ongoing. No new development proposals subject to this program in 2023.
<b>H-C-1-a Condominium Conversion Regulation</b>	Continue implementation of the condominium conversion ordinance linking any conversions to the development of additional rental housing within the city. The ordinance provides for lifetime leases for seniors and handicapped tenants. Continue the requirement for deed restrictions on resale (unless financing is impossible), or 1% of gross sales must be contributed to the City, and comparable rental housing must be available in the Housing Market Area.	Continue to implement program	Ongoing.
<b>H-C-1-b Amend Percentage of BMR Units in Conversions</b>	Review the existing conversion regulations in Chapter 17.76 of the Municipal Code to ensure conformance with applicable state law pertaining to the percentage of converted units required to be set aside for qualified lower- and moderate-income owners.	Report to City Council regarding conformance by December 2024	On track to report to City Council regarding conformance by December 2024.
<b>H-C-2-a Monitor Affordable Housing Regulatory Agreements</b>	The City will continue to monitor and enforce existing affordable housing regulatory agreements, including but not limited to exploration of ways to improve the efficiency of the process, and updating the City's BMR Administrative Guidelines to incorporate procedures for investigating complaints.	Adopt efficiency improvements and update the BMR Administrative Guidelines by December 2024	Completed December 20, 2023.

<b>H-C-2-b Continue to Monitor Expiration of Affordability Covenants</b>	<p>Monitor affordable rental housing developments that are at risk of conversion to market rate (there are none in this 2023-2031 planning period). Work with landlords, tenants, and other agencies at least five years prior to the expiration date of affordability covenants to minimize the impacts of the expiration of affordability covenants as follows:</p> <ul style="list-style-type: none"><li>Proactively reach out to owners to ascertain their intentions and discuss alternatives;</li><li>Work with owners and property managers to evaluate preservation options in exchange for extensions of affordability covenants;</li><li>Hold public hearings upon receipt of any Notice of Intent to Sell or Notice of Intent to Convert to Market Rate Housing pursuant to Section 65863.10 of the Government Code and provide tenant education on housing rights.</li></ul>	<p>Include information in General Plan Annual Report listing any expiration dates within ten years; reach out to owners at least five years prior to expiration</p>	<p>The final four BMR units at Foster's Landing expired December 31, 2023. The City provided opportunities for relocation assistance services and early relocation to all four households. Of the four, three relocated and one elected to stay at Foster's Landing in a market rate unit. 69 of the other 70 BMR tenants at Foster's Landing relocated prior to December 31, 2023, and one relocated in January 2024. There are no rental affordability restrictions scheduled to expire in the next 10 years.</p>
<b>H-C-2-c Replacement Unit Requirements</b>	<p>The City shall not approve a housing development project that will include the demolition of existing housing units unless provisions are included to demonstrate compliance with California Government Code Sections 65915(c)(3) and 66300(d), requiring replacement units to be restricted to lower-income households to match the percentage of lower-income tenants, as provided in Chapter 17.55, Replacement Units, adopted in January 2023. The City shall include the necessary information in the planning application submittal requirements.</p>	<p>Amend submittal requirements by December 2023</p>	<p>Complete. Staff modified application requirements in 2023.</p>

<b>H-C-3-a Anti-Displacement Plan for Redevelopment of Existing Multifamily Developments</b>	If an existing multifamily apartment development is repaired or redeveloped including the displacement of one or more tenants, the application submitted for repairs or redevelopment including displacement of any tenants shall include a plan that demonstrates how impacts to existing tenants that are being displaced are minimized through such means as phasing, financial assistance, and relocation services. Such plan shall also include a robust outreach plan to affected tenants.	Amend submittal requirements by December 2023	On track to be completed in first quarter of 2024.
<b>H-C-3-b Anti-Displacement Strategy</b>	Develop an Anti-Displacement Strategy, including assessment of a variety of tenant protection measures to determine if appropriate for Foster City, including but not limited to: a) expansion of relocation benefits beyond those required by California law for landlords to pay to lower-income tenants to also apply to moderate-income tenants; b) expansion of the amount of relocation benefits beyond those required by California law for lower-income tenants; c) minimum lease terms; d) required notifications to tenants and landlords of legal requirements; and e) expansion of any other relocation/anti-displacement provisions.	Implement program by December 2024	On track to implement program by December 2024.
<b>H-C-3-c Facilitate Resolution of Rental Disputes</b>	Continue working with the Peninsula Conflict Resolution Center and the Tri-County Apartment Association as vehicles to moderate rent increases and minimize displacements in the City and to resolve rental disputes between renters and property owners.	Update website by December 2023	Ongoing. Staff refers tenants and landlords to Peninsula Conflict Resolution Center as appropriate and encourages landlords that are members of the California Apartment Association to utilize the training and other resources available to them through the association to help resolve disputes. The City also provides tenants and landlords with a link to the California Tenants' and Landlords' Rights publication provided by the State of California Judicial Branch. These resources are all on the City's Housing webpage which were updated in 2023: <a href="https://www.fostercity.org/commdev/page/housing-resources-o">https://www.fostercity.org/commdev/page/housing-resources-o</a>

<b>H-C-3-d Facilitate Tenant Protection Act of 2019 (AB1482)</b>	In coordination with programs promoting fair housing under H-G, provide information on laws regarding maximum annual rent increases, just cause evictions, and financial compensation requirements.	Update website by December 2023; Provide at least one information session per year	Website has been updated to add information for both landlords and tenants: <a href="https://www.fostercity.org/commdev/page/landlordproperty-manager-resources">https://www.fostercity.org/commdev/page/landlordproperty-manager-resources</a> , <a href="https://www.fostercity.org/sites/default/files/fileattachments/community_development/page/16212/fc_tenant_info_sheet.pdf">https://www.fostercity.org/sites/default/files/fileattachments/community_development/page/16212/fc_tenant_info_sheet.pdf</a> . Information sessions will take place in 2024.
<b>H-C-4-a Rental Housing Assistance Information</b>	Encourage the use of federal, State and local rental housing programs by providing information on the City's website. Continue to publicize and promote programs offered by the San Mateo County Housing Authority through proactive public outreach including but not limited to the Section 8 Rental Assistance Program, landlord incentive programs (such as Landlord Continuity Bonus, New Landlord Bonus, and Landlord "No Loss" Bonus) programs for landlords to rent to holders of Housing Choice or HUD-VASH (Veteran) Vouchers.	Update website by December 2023 and then annually	Staff created multiple webpages for information and resources: <a href="https://www.fostercity.org/commdev/page/fair-housing">https://www.fostercity.org/commdev/page/fair-housing</a> , <a href="https://www.fostercity.org/commdev/page/housing-resources-o">https://www.fostercity.org/commdev/page/housing-resources-o</a> , <a href="https://www.fostercity.org/commdev/page/affordable-housing-adults-disabilities">https://www.fostercity.org/commdev/page/affordable-housing-adults-disabilities</a> , <a href="https://www.fostercity.org/commdev/page/other-housing-programs">https://www.fostercity.org/commdev/page/other-housing-programs</a> , <a href="https://www.fostercity.org/commdev/page/landlordproperty-manager-resources">https://www.fostercity.org/commdev/page/landlordproperty-manager-resources</a> , <a href="https://www.fostercity.org/commdev/page/rental-below-market-rate-units">https://www.fostercity.org/commdev/page/rental-below-market-rate-units</a> , <a href="https://www.fostercity.org/commdev/page/frequently-asked-questions">https://www.fostercity.org/commdev/page/frequently-asked-questions</a> , <a href="https://www.fostercity.org/commdev/page/funding-resources-housing">https://www.fostercity.org/commdev/page/funding-resources-housing</a> , <a href="https://www.fostercity.org/commdev/page/housing-legislation">https://www.fostercity.org/commdev/page/housing-legislation</a> .
<b>H-D-1-a Selection of Housing Opportunity Areas</b>	The City will use the following criteria in selecting Housing Opportunity sites or areas for the Housing Sites Inventory:(1) Housing on the site will help affirmatively further fair housing by expanding the distribution and variety of housing types and sizes in the City. (2) Potential for adequate and safe internal and external vehicular and pedestrian circulation, including emergency evacuation. (3) Convenient access to existing public transportation or the potential for such access as public transportation systems are	Use criteria to evaluate applications as they are submitted; use to evaluate new sites as part of mid-cycle review of RHNA progress by December 2026.	No update in 2023.

<b>H-D-1-b General Plan and Zoning Amendments to Facilitate Housing on Housing Opportunity Sites in the Sites Inventory</b>	<p>Concurrent with or prior to adoption of the Housing Element, adopt the following General Plan and zoning amendments:</p> <p>(1) Rezone R-3 RHNA 5 sites to R-4. These sites include Harbor Cove, Franciscan, Sand Cove, and The Lagoons. (Adopted January 2023)</p> <p>(2) Rezone R-4 RHNA 5 sites to allow by right development for projects with 20% or more lower-income units. These sites include Beach Cove and Shadow Cove. (Adopted January 2023)</p> <p>(3) Amend R-3 (Chapter 17.18) and R-4 (Chapter 17.20) for consistency with General Plan minimum and maximum densities. (Adopted January 2023)</p> <p>(4) Rezone Commercial Housing Opportunity Site to Allow Mixed-Use. Concurrent with adoption of this Housing Element, rezone the Housing Opportunity Site currently developed with commercial uses to allow either commercial or mixed-use of commercial and residential. This includes the 1010 Metro Center Boulevard site.</p> <p>(5) Mixed-Use Densities. The City will amend the Zoning regulations for the C-2 District, and others as necessary, and General Plan Land Use Designations for Town Center Commercial, Civic Center Mixed Use, and other land use designations as appropriate, to establish allowed densities in mixed use zoning districts.</p> <p>(6) Rezone Foster’s Landing from R-3/PD to CM/PD and amend General Plan from Apartment Residential to Civic Center Mixed Use. Concurrent with adoption of this Housing Element, rezone this site to allow higher density housing/mixed use.</p> <p>(7) Rezone from R-3 to R-4/PD. The City will amend the zoning for this centrally located site to facilitate</p>	General Plan and Zoning in place prior to or upon Housing Element Adoption	Completed in 2023. Sites were rezoned by Ordinances 658, 664, and 665. Land Use Plan Designations were amended by Resolution 2023-49.
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<b>H-D-2-a Potential Re-Use of Commercial Sites</b>	<p>The City will reevaluate the land use designations for the City's neighborhood shopping centers or other commercial sites biannually beginning in 2026 or 1) if approvals of a development trigger the "no net loss" requirements; 2) if the owner initiates redevelopment of a commercial site, or 3) any of the commercial activities become not viable. If residential or mixed-use developments are considered, criteria for determining the appropriate housing types include: (1) The type of street (major, collector, etc.) which would provide access to the site and levels of service on the street in the morning and afternoon peak hours. (2) Availability of public services and facilities such as infrastructure (water, sewer, etc.), school capacity, parks and open space. (3) The ability of the project to provide landscaping for parking areas, facade modulation and orientation of buildings which would ensure privacy for, and minimize impacts on, any adjacent single-family homes, and reduce the perception of density in a multi-family project. (4) Potential to provide housing for employees. (5) The ability of the project to provide neighborhood serving commercial uses. (6) Potential to provide waterfront amenities and/or waterfront commercial uses. (7) Maintaining a Sites Inventory that can accommodate the RHNA.</p>	<p>Rezone 1010 Metro Center Boulevard by December 2023; Biannual review and report to Planning Commission and City Council with first report and adoption of accompanying general plan amendments and/or zoning actions by July 2026, or sooner if circumstances require as outlined above</p>	<p>Completed in 2023. Rezoning of 1010 Metro was completed with Ordinance 665.</p>
<b>H-D-3-a Update Planned Development Process</b>	<p>Amend the zoning regulations for the Planned Development Combining District, Chapter 17.36, to align with requirements for objective standards and retain the ability to provide flexibility and incentives including but not limited to address special housing needs and a diversity of housing choices.</p>	<p>Implement program by December 2026</p>	<p>On track to implement program by December 2026.</p>



<b>H-D-4-a ADUs</b>	Continue implementation of Chapter 17.78, Accessory Dwelling Units. Update the City's ADU ordinance to comply with State laws by December 2023 and subsequently update the City's regulations to comply with new state laws within six months of being effective.	Update Chapter 17.78 to comply with 2023 State laws by December 2023 and update the City's regulations to comply with subsequent new State laws within 6 months of being effective	Completed in October 2023 with Ordinance 669.
<b>H-D-4-b ADU/JADU Financial Incentive Program</b>	Provide or partner with another organization to provide a financial incentive program for single-family homeowners to construct an ADU/JADU that is restricted for lower-income households for 10-15 years, with an additional incentive amount for units subject to a preference for identified categories of special needs people who would benefit from coordinated onsite services, including but not limited to people with developmental disabilities.	Implement program by December 2024	On track to implement program by December 2024.
<b>H-D-4-c Preapproved ADU/JADU Designs and Expedited Review</b>	Adopt preapproved ADU/JADU designs/plans to streamline the review process, facilitate reduced applicant cost and expedited review for ADUs/JADUs. Work with homeowners' associations to incorporate their input on preapproved designs that are appropriate for their development and encourage them to adopt prototypical designs for ADUs/JADUs. Ensure preapproved designs/plans provide choices and diversity in size to accommodate a variety of household sizes and types.	Implement program by December 2024	On track to implement program by December 2024.
<b>H-D-4-d Improved Public Information on ADUs</b>	Promote information and tools available to facilitate ADU construction and encourage desirable features such as energy conservation and universal design for accessibility. Provide easily accessible information on the City's website and at the public counter.	Improve website and counter information by December 2023	Completed. Staff has added an ADU page on the City's webpage: <a href="https://www.fostercity.org/commdev/page/accessory-dwelling-unit-adu">https://www.fostercity.org/commdev/page/accessory-dwelling-unit-adu</a>
<b>H-D-4-e Amnesty Program for Existing Unapproved ADUs</b>	Develop a program to provide property owners with the opportunity to formally legalize existing unpermitted ADUs of any size.	Implement program by December 2025	On track to implement program by December 2025.
<b>H-D-4-f Objective Design Standards for ADUs</b>	Develop and adopt objective design standards for ADUs.	Adopt Standards by December 2024	On track to implement program by December 2024.

<b>H-D-4-g Multi-Family ADUs</b>	The City will develop incentives to encourage multifamily ADUs in accordance with Chapter 17.78 of the Municipal Code and applicable State laws including but not limited to such measures as financial assistance, reduced fees, and/or expedited processing.	Develop incentive program by December 2024	On track to implement program by December 2024.
<b>H-D-4-h ADU Monitoring</b>	The City shall track new ADUs (at single-family and multifamily sites) and collect information on the use and affordability of these units in each Annual Progress Report. Biannually through the projection period (beginning in 2025), if determined that at least 50% units are not meeting a lower-income housing need, the City shall adopt additional incentives to facilitate ADUs.	Annual monitoring by April 1 as part of Annual Progress Report; determination biannually beginning in 2025	Refer to Table A2 for building permits and certificates of occupancies issued for ADUs in 2023.
<b>H-D-5-a School Sites</b>	Pursue opportunities with the public school district and private schools, including but not limited to General Plan and PF zoning amendments, to incorporate on-site residential uses for faculty and staff along with educational facilities to increase the supply of school employee housing.	Adopt General Plan and PF zoning amendments and meet with San Mateo-Foster City School District and at least one private school by December 2024	On track to meet with School District and at least one private school in 2024.
<b>H-D-5-b Religious and Nonprofit-Owned Sites</b>	Pursue opportunities for provision of housing on sites owned by religious or non-profit organizations, including the special parking provisions of California Government Code Section 65913.6. Collaborate with religious and non-profit officials on amendments to zoning regulations.	Amend zoning regulations by December 2024	On track to amend zoning regulations by December 2024.
<b>H-D-6-a Minimize Governmental Constraints</b>	The City will review the entire development process and remove any governmental and regulatory constraints to the production of affordable housing, including streamlining the preliminary review process and to allow more types of projects to be approved at the staff level. The City will: 1) engage with affordable housing developers to identify governmental constraints, 2) continue to evaluate and improve the streamlined processing system to facilitate residential development, and 3) streamline 100% affordable housing with a priority staff-level planning entitlement process.	Engage with affordable housing developers by December 2024, amend zoning code to streamline processing system by December 2025; repeat in 2028	On track to engage with affordable housing developers in 2024 and amend zoning code to streamline process system by December 2025.

<b>H-D-6-b Minimize Zoning Constraints</b>	Evaluate zoning regulations that discourage the development of diverse housing types, including smaller, more affordable units and two- and three-bedroom units suitable for families and children. Amend City codes, including rescinding minimum floor areas in Chapter 17.56, provide that manufactured homes are permitted in single-family districts, and other amendments to encourage diverse housing types.	Rescinded minimum floor areas in Chapter 17.56 and provided for manufactured homes by January 2023 (see Appendix H); amend zoning regulations to further encourage diverse housing types by December 2024	Rescind minimum floor areas by Ordinance 66o. Objective Design Standards included amendments to site developments standards and guest parking adopted in January 2024.
<b>H-D-6-c Amend Parking Requirements</b>	Amend parking requirements for multi-family housing as necessary, including but not limited to setting a maximum of two stalls per unit and reducing guest parking requirements by 50%, to allow General Plan densities and to reduce housing costs and provide appropriate parking requirements for elderly, developmentally disabled, or other special needs populations.	Report with recommendations to Planning Commission and City Council by December 2024	Parking requirements were amended in January 2024 to reduce guest parking by 50%.
<b>H-D-6-d Development Impact Fee Waivers</b>	Provide a 75% reduction in development impact fees for very low and low income units, provided that at least 20% of the units in the project are designated as affordable, and a 100% fee reduction for very low and low income units if at least 25% of the units in the project are designated as affordable pursuant to Resolution No. 2022-75 adopted on June 20, 2022.	Ongoing as applications are submitted	Ongoing
<b>H-D-6-e Multi-Family Objective Design Standards</b>	Amend the Zoning regulations, including but not limited to R-3 and R-4, to include objective design standards and objective approval findings for new and redeveloped multi-family or mixed-use developments to address building design as well as provision of open space and recreational amenities, including amendments to reduce lot size, increase building coverage, revise setbacks, decrease open green area and other requirements to ensure the densities allowed by the General Plan can be	Adopt objective design standards and amend zoning regulations by December 2023	Completed in January 2024.
<b>H-D-6-f SB9 Objective Design Standards</b>	Amend the Zoning and Subdivision regulations to include objective design standards in compliance with SB9 to allow additional housing units on single-family parcels.	Amend zoning regulations by December 2024	On track to amend zoning regulations by December 2024.

<b>H-D-6-g Employee Housing Act</b>	Implement Zoning regulations amended in January 2023 for consistency with the Employee Housing Act	Ongoing	Ongoing
<b>H-E-1-a Existing Unit Purchase Program-Opportunities for Supportive Housing</b>	Implement the tenant preferences adopted in January 2023 for the Existing Unit Purchase Program (City-owned units) so that when vacancies occur, housing providers have an opportunity to propose renting the unit to provide supportive housing for people with disabilities and if no acceptable proposals are received, then continue to maintain the existing units owned by the City as rentals for large very low- and low-income families.	As vacancies occur	No vacancies occurred in 2023.
<b>H-E-1-b New Units for City-Owned Affordable Housing Program</b>	If funds are available, purchase existing older single-family or duplex units or other units to provide affordable rental housing for larger families dispersed throughout the community, targeting units that need rehabilitation and thereby improving the neighborhood(s) in which they are located.	As funds are available	The City did not make any purchases in 2023. The City did submit a funding request in January 2024 for rehabilitation of existing city-owned units.
<b>H-E-1-c First-Time Homebuyer Program</b>	Continue to monitor the three remaining First Time Homebuyer loans for compliance with their requirements, including owner-occupancy. Deposit any payoffs into the City's Affordable Housing Fund. Continue to promote the HEART First-Time Homebuyer Loan program.	Continue to implement program	Completed in 2023. <a href="https://www.fostercity.org/commdev/page/home-ownership-program">https://www.fostercity.org/commdev/page/home-ownership-program</a>
<b>H-E-2-a Inclusionary 20% Requirement</b>	Implement the City's 20% inclusionary requirement as contained in Chapter 17.90.	Continue to implement program	Ongoing. Staff revised Chapter 17.90 in 2023 with Ordinance 671.
<b>H-E-2-b Affordable Housing Overlay Inclusionary 15% Requirement Including Extremely Low-Income</b>	Implement the City's Affordable Housing Overlay 15% inclusionary requirement which includes a requirement for extremely low-income rental units, as contained in Chapter 17.92.	Continue to implement program	Ongoing
<b>H-E-3-a Density Bonus for Affordable Housing Projects Consistent with State Density Bonus Law</b>	The City will offer density bonuses consistent with the State Density Bonus Law and Chapter 17.86. The City will update its regulations as necessary to comply with State law.	Amend City regulations by December 2023 if necessary to conform to State law	Chapter 17.86 was amended in 2023 pursuant to Ordinance 670.
<b>H-E-3-b Financing and Subsidy Programs</b>	Create a dedicated webpage to be updated quarterly with links to resources for federal, state and local funding sources that offer subsidies for affordable housing.	Create webpage by December 2023; update quarterly	Completed in 2023. <a href="https://www.fostercity.org/commdev/page/funding-resources-housing">https://www.fostercity.org/commdev/page/funding-resources-housing</a>

<b>H-E-3-c Cooperative Ventures</b>	Encourage cooperative and joint ventures between owners, developers, non-profit groups, and/or the City in the provision of BMR housing through targeted outreach methods.	Biannual with first outreach meeting by June 2024	On track to conduct first outreach meeting by June 2024.
<b>H-E-4-a Maintain Existing Owner-Occupied BMR Units</b>	Monitor the agreements for the ownership BMR units to ensure the continued affordability of these units for the terms of their agreements.	Annual Monitoring to be reported in General Plan Annual Report	Completed in 2023. The City revised the BMR Administrative Procedures and Guidelines in 2023. They are posted on the City's webpage: <a href="https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements">https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements</a>
<b>H-E-5-a New Agreements for Affordability of Existing Rental Units</b>	If a source of funding can be identified, work with owners of existing market rate rental units to include affordability agreements. Monitor availability of County, State, and Federal funding opportunities annually.	Meet with at least one market rate rental owner each year to identify interest; pursue grant funding opportunities annually and report in General Plan Annual Report	On track to meet with at least one market rate rental owner in 2024.
<b>H-E-6-a Home Sharing Program</b>	Continue to fund the HIP Housing Home Sharing Program. Work with similar non-profits to expand the existing outreach for the Homeshare Program for both rental and ownership housing, including outreach to extremely low- and very low-income persons.	Continue to implement program	As of December 31, 2023, the City has 14 matches, including 4 matches in FY 2022-23 and 1 new match in FY 2023-24. <a href="https://www.fostercity.org/commdev/page/other-housing-programs">https://www.fostercity.org/commdev/page/other-housing-programs</a>
<b>H-E-7-a Housing Provisions in Development Agreements</b>	Include provisions to add to the housing supply in new or extended development agreements whenever legally possible for commercial development.	Ongoing as development agreements are considered	No new Development Agreements in 2023.
<b>H-E-8-a BMR Eligibility Guidelines</b>	Implement BMR selection guidelines based on the BMR Eligibility Priorities in Policy H-E-8, including City Resolution 2000-123 and as amended that give priority to people who are at risk of displacement due to expiring covenants, who live and work in the community, teachers and local government and public safety employees.	Ongoing	Ongoing. The City also updated Foster City Municipal Code Chapter 17.90 to provide a five-year notice to City Council in order for staff to develop transition and relocation plans for properties with expiring covenants.

<b>H-E-g-a Family-Friendly Housing</b>	Promote housing designs and unit mix to attract multigenerational households by encouraging developers to include housing features and more bedrooms (including three-bedroom units), as well as other on-site amenities, such as usable outdoor open space for multigenerational use, and multipurpose rooms that can be used for after-school homework clubs, computers, arts, or other resident activities. To address potential displacement of households with three or more persons, the City will research options to expand regulatory incentives to encourage the development of larger units.	Report to City Council by December 2024	On track to report to City Council by December 2024.
<b>H-E-g-b Small Housing Units</b>	Amend the Zoning regulations to specifically allow housing targeted for extremely low-income households, including single room occupancy (SROs) and group homes for these income groups in the CM/PD, C2, and PF zoning districts.	Amend zoning regulations by December 2024	On track to amend zoning regulations by December 2024.
<b>H-F-1-a Facilities and Services for Special Needs</b>	Support housing that incorporates facilities and services to meet the health care, transit or social service needs of households with special needs, including seniors, extremely low-income households and persons, farmworkers, people with developmental disabilities, and persons with disabilities through an expedited permit review process. Proactively contact non-profit service providers and developers for persons with disabilities and other special needs groups on annual basis to inquire about their needs and notify them about funding opportunities, as they become available.	Establish expedited permit review process and begin annual proactive outreach by December 2023	Completed in January 2024.

<b>H-F-1-b Assistance to Victims of Domestic Abuse</b>	Assist victims of domestic violence by coordinating with and providing referrals to existing service agencies providing legal assistance, hotline, and emergency housing and prevention services to victims of domestic violence. Continue to coordinate with existing service providers, determine any other actions the City can take to assist persons in Foster City.	Ongoing	Police Department provides referrals to resources as part of their response to domestic violence calls.
<b>H-F-1-c Adaptable/Accessible Units for the Disabled</b>	The City will ensure that new multi-family housing includes units are accessible and adaptable for use by disabled persons in conformance with the California Building Code and that developers are required to implement an affirmative marketing plan as required by Chapter 17.90 and the City's BMR Administrative Guidelines for physically accessible affordable units that provides disability-serving organizations adequate prior notice of the availability of the accessible and adaptable units and a process for supporting people with qualifying disabilities to apply.	Implement requirements for affirmative marketing by December 2024	Began outreach to organizations and created flyers in 2023.
<b>H-F-1-d Reasonable Accommodation</b>	Utilize the adopted Chapter 17.84, containing a review process to provide individuals with disabilities reasonable accommodation in rules, policies, practices, and procedures that may be necessary to ensure equal access to housing. The purpose of these procedures and an ordinance is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City. Review Chapter 17.84 for conformance with State Law and amend if necessary by December 2023. Update the City's website to make information on how to submit a request more accessible by December 2023.	Amend Chapter 17.84 by December 2023. Update City's website by December 2023, implement as requests are made	Application created and made available to the public in January 2024. On track to amend remaining updates to Chapter 17.84 in first quarter of 2024.

<b>H-F-1-e Home Sharing for Special Needs Population</b>	Support the HIP Housing Home Sharing Program as part of a collection of policies programs and practices for addressing special housing needs, including seniors, those living with disabilities, those at risk of homelessness and female householders.	Include in Annual Budget.	Ongoing. Staff provided Home Sharing information in response to inquiries about affordable housing.
<b>H-F-1-f Support Services for Special Needs Population</b>	Continue to work with service providers such as Foster City Village, Second Harvest Food Bank, and others to facilitate the provision of support services to enable people to receive services in their homes, including persons at risk of homelessness, seniors, persons with mental or physical disabilities, substance abuse problems, HIV/AIDS, physical and developmental disabilities, multiple diagnoses, veterans and victims of domestic violence.	Host a roundtable meeting with service providers annually starting prior to December 2024; implement the plan developed by December 2025	On track to host round table meeting with service providers prior to December 2024.
<b>H-F-1-g Extremely Low-Income Units for Special Needs</b>	The City will ensure that for the new extremely low-income units, including those required by Chapter 17.92, developers are required to implement an affirmative marketing plan for special needs groups prior notice of the availability of the units and a process for supporting qualified households to apply.	Include requirements in the City's BMR Administrative Guidelines for developers to submit an Affirmatively Furthering Fair Housing marketing plan for their affordable units by December 2024	Completed in 2023 with Ordinance 671.
<b>H-F-1-h Age Friendly Initiative</b>	Continue the work begun in 2020 with the Center for Age Friendly Excellence (CAFÉ) and the Foster City Age-Friendly Community (AFC) Task Force to develop and implement an action plan including programs to address needs of seniors.	Begin program implementation by December 2024	Surveys were conducted with each City department as well as partnering organizations on how Foster City is currently meeting the needs of an aging population based on the World Health Organization's eight domains of livability. On June 5, 2023, Council accepted the Age-Friendly City Initiative Three Year Action Plan by Minute Order No. 1922. Agreement for Age Friendly Action Plan Consultant Services was executed. Staff worked with the Consultant to draft an Action Plan based on stakeholder survey input. City's AFC plan was approved by the City Council on January 16, 2024.
<b>H-F-1-i Community Care Facilities</b>	Amend the City's zoning regulations to expand the zoning districts that allow community care facilities to simplify and clarify definitions, permitted uses, and processing procedures for residential care facilities and group homes in all residential districts for conformance with State law, including but not limited to eliminating spacing requirements for persons with disabilities, allowing group homes objectively to facilitate approval certainty similar to other residential uses, and allow group homes in all residential zones.	Amend Municipal Code by December 2024	On track to amend Municipal Code by December 2024.



<b>H-F-1-j Public Investment in Accessibility</b>	Include accessibility improvements to City streets, parks, and other facilities through implementation of the ADA Transition Plan.	The ADA Transition Plan is planned for completion in early 2024, to be implemented beginning in 2024	In 2023, the City included Accessibility improvements in the Levee Improvement Project, Park Pathway Restoration Project CIP 301-702 in multiple parks, Street Rehabilitation CIP 301-703, and resurfaced park pathways/trails with full asphalt replacement at five parks within the City to address roots and other tripping hazards. Staff also continues to monitor infill levels in the playgrounds to ensure the structures are both safe and accessible.
<b>H-F-2-a Emergency Housing Assistance</b>	To the extent funds are available, participate and allocate funds, as appropriate, for County and non-profit programs providing emergency shelter and related counseling services.	Annual Basis	Funding was provided to several agencies including: CALLPRIMROSE, HIIP Housing, Samaritan House, InnVision/Shelter Network
<b>H-F-2-b Emergency Shelter Uses</b>	To the extent funds are available, the City will contribute to non-profit agencies involved in providing housing for the homeless in San Mateo County. The City will also review proposals for emergency shelter uses based on the policies in the General Plan and other City development standards and requirements.	Annual Basis	Funding was provided to several agencies including: CALLPRIMROSE, HIIP Housing, Samaritan House, InnVision/Shelter Network
<b>H-F-2-c Multi-Jurisdictional Emergency Shelter</b>	Pursuant to State law requirements, and as the opportunity arises, the City will consider participation in a multi-jurisdictional emergency shelter, should one be proposed in the future.	As opportunities arise	No update in 2023.
<b>H-F-2-d Emergency Shelter Zoning</b>	The City will allow emergency shelters as provided in Chapter 17.82 that allows a year-round emergency shelter as a permitted use in Neighborhood Business (C-1), General Business (C-2), and at churches/synagogues in the Public Facilities (PF) Zoning District. The City will amend Chapter 17.82 as necessary to comply with State law including AB 2339, including limiting parking requirements to not require more parking than other residential or commercial uses within the same zone and changing the maximum number of beds to twenty-five (25), upon adoption of the Housing Element.	Amend Chapter 17.82 upon adoption of the Housing Element (see Appendix H).	Completed in 2023 with Ordinance 657.

<b>H-F-2-e Low Barrier Navigation Centers</b>	In addition to the amendments included in Ordinance 657 to allow LBNCs in C-1 and PF Districts, amend the Zoning regulations to allow low-barrier navigation centers (low-barrier, service-enriched shelters focused on moving people into permanent housing that provide temporary living facilities) by right in the R-T, R-3, R-4, C-2, and CM/PD zoning district(s), consistent with AB 101 (2019).	Dec-23	Completed in 2023 with Ordinance 657.
<b>H-F-3-a Transitional and Supportive Housing Zoning</b>	Enforce the existing zoning regulations as amended in January 2023 by Ordinance 657 that allow transitional and supportive Housing, as required by State law, so they are treated as a residential use that will be subject only to the same restrictions that apply to other residential uses of the same type in the same zone.	Ongoing	The City amended preferences for the Existing Unit Purchase Program so that supportive housing is the highest priority for all future vacancies. Review Resolution No. 2023-3.
<b>H-F-3-b Supportive Housing</b>	Review and revise the Zoning regulations as amended in January 2023 for consistency with AB 2162, effective January 1, 2019, requiring supportive housing by-right in certain zoning districts.	Amend regulations by December 2023	Completed in 2023 with Ordinance 657.
<b>H-G-1-a Non-Discrimination</b>	To ensure that the sale, rental, or financing of housing is not denied to any individual on the basis of race, sex, national origin, religion, age, marital status, disability, or other factors, Foster City will ensure that state and federal laws are adhered to regarding fair housing. The City, through its Community Development Department, will refer discrimination complaints to the appropriate legal service, county, or state agency. The City will provide public information and education services in a variety of locations, including but not limited to the City's website, City Hall, public library, Recreation Center and Senior Center.	Update website by December 2023; At least one (1) informational session for tenants and landlords annually beginning in 2024	The City updated the BMR Guidelines to include the Non-Discrimination provision and a fair housing training requirement for all BMR property managers. The City also created flyers for posting in public facilities and online: <a href="https://www.fostercity.org/commdev/page/fair-housing">https://www.fostercity.org/commdev/page/fair-housing</a> . On track to hold informational session for tenants and landlords in 2024.
<b>H-G-2-a Anti-Discrimination Regulations</b>	Provide information to tenants and landlords on the City's website, City Hall, and the public library advising them of the State and City regulations that prohibit landlords from refusing to rent to someone, or otherwise discriminate against them, because they have a housing subsidy, such as a Section 8 Housing Choice Voucher, that helps them to afford their rent.	Implement program by December 2023; Provide updated information annually	Staff created a Landlord/Property Manager Resources page on the City's webpage: <a href="https://www.fostercity.org/commdev/page/landlordproperty-manager-resources">https://www.fostercity.org/commdev/page/landlordproperty-manager-resources</a>

<b>H-G-2-b Fair Housing Training for Landlords and Tenants</b>	Partner with an organization to perform fair housing training for landlords and tenants.	Implement program by the end of 2024	On track to implement program by end of 2024.
<b>H-G-2-c Information Specific to Fair Housing</b>	Provide information on the City’s housing webpage and in ways that reach tenants without internet access to include resources for residents who believe they have been discriminated against, including how to file a fair housing complaint.	Implement program by December 2023; update annually	The City created a page dedicated to Fair Housing on the City’s webpage and hardcopy flyers for posting in public facilities, including the Foster City Library and Recreation Center. The City also provided the flyer to all BMR property managers and requested that the managers post the flyers in the leasing offices, making them available to tenants.
<b>H-G-2-d Multi-Lingual Tenant Resources</b>	Collaborate and cooperate with local and regional agencies who provide multilingual fair housing education services.	Implement program by December 2024	Housing Inquiry Form created in multiple languages in 2023.
<b>H-G-2-e Rental Registry</b>	Unless a requirement for a State rental registry is adopted, explore a rental registry that tracks information such as rents, utilities, accessibility for disabled persons, tenant occupancy dates, and landlord contact information in order to improve the information available to landlords, tenants, and decision makers.	Report to City Council by December 2024	Options researched in 2023 for action in 2024.
<b>H-G-3-a Commuter Shuttles</b>	Continue to work with Commute.org and local employers to facilitate commuter shuttles.	Continue to implement program	Ongoing
<b>H-G-3-b Expand Bus Service</b>	Require developers to submit a transportation demand management plan with their application and work with SamTrans and/or Commute.org to implement suggestions for new bus stops and routes.	Amend application submittal requirements by December 2024	On track to amend application submittal requiremnts by December 2024.


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

ANNUAL ELEMENT PROGRESS REPORT

Table K	
Tenant Preference Policy	
Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.	

Does the Jurisdiction have a local tenant preference policy?	Yes	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.		<a href="https://www.fostercity.org/commdev/page/below-market-rate-bmr-housing-programs">https://www.fostercity.org/commdev/page/below-market-rate-bmr-housing-programs</a>
Notes		

LEAP REPORTING

Jurisdiction	Foster City	
Reporting Year	2023	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT					
Local Early Action Planning (LEAP) Reporting					
(CCR Title 25 §6202)					
Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.					
Total Award Amount	\$	150,000.00	Total award amount is auto-populated based on amounts entered in rows 15-26.		
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Develop strategies to expand site capacity, evaluate existing site inventory and potential strategies to meet projected needs. Initial public outreach. Hire firm to support site analysis and evaluation, include feasibility analysis of policy strategies and analysis of market potential missing middle housing.	\$13,000.00	\$12,864.75	Completed	Other	
Define Update Work Plan: Evaluate existing element in relation to recent state laws requirements; develop key foundational sections of HE; refine work program and schedule, including engagement strategy to implement rezoning	\$9,000.00	\$7,821.50	Completed	Other	
Complete HE updated	\$30,000.00	\$19,579.66	Completed	Other	
City staff time and resource for HE update	\$60,000.00	\$59,146.00	Completed	Other	
Housing Element Implementation Tasks	\$38,000.00	\$22,311.00	Completed	Other	

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

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

Building Permits Issued by Affordability Summary			
Income Level		Current Year	
Very Low	Deed Restricted	0	
	Non-Deed Restricted	1	
Low	Deed Restricted	0	
	Non-Deed Restricted	0	
Moderate	Deed Restricted	1	
	Non-Deed Restricted	2	
Above Moderate		2	
Total Units		4	

Certificate of Occupancy Issued by Affordability Summary			
Income Level		Current Year	
Very Low	Deed Restricted	0	
	Non-Deed Restricted	3	
Low	Deed Restricted	0	
	Non-Deed Restricted	0	
Moderate	Deed Restricted	0	
	Non-Deed Restricted	0	
Above Moderate		14	
Total Units		17	