

**8.2. GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS
REPORT FOR 2023**



DATE: March 4, 2024

TO: Mayor and Members of the City Council

VIA: Stefan Chatwin, City Manager
Marlene Subhashini, Assistant City Manager

FROM: Sofia Mangalam, Community Development Director
Helen Gannon, Associate Planner

DEPARTMENT: Community Development

SUBJECT: GENERAL PLAN AND HOUSING ELEMENT ANNUAL
PROGRESS REPORT FOR 2023

RECOMMENDATION

It is recommended that the City Council, by Minute Order, accept the General Plan Annual Progress Report (APR) and Housing Element APR for 2023, authorize its transmittal to the California Governor's Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD), and find the report exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15061(b)(3).

EXECUTIVE SUMMARY

[California Government Code 65400](#) requires each jurisdiction to prepare an annual report on the status of the General Plan progress and provide information regarding the implementation of the General Plan for their city or county, including the Housing Element. The APR includes information for decision-makers to assess how the General Plan was implemented during the 12-month reporting period.

On [February 15, 2024](#), the Planning Commission received the General Plan APR and Housing Element APR and recommended the City Council's acceptance of the APR by Resolution No. P-01-24. Following Council's acceptance of the APR, the report will be filed with OPR and HCD before April 1, 2024.

BACKGROUND

[California Government Code 65400](#) requires that after the legislative body (City Council) has adopted all or part of a General Plan, the planning agency (Planning Commission) shall review an annual report on the status of the [General Plan](#) progress and its implementation and provide the report to the legislative body. The APR is then forwarded to the California Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD) by April 1 of each year. The Government Code also includes specific requirements for information about the status of Housing Element programs and progress in meeting its share of the Regional Housing Need Allocations (RHNA) issued by the Association of Bay Area Governments (ABAG).

On February 15, 2024, staff presented the General Plan and Housing Element APR for 2023 to the Planning Commission. The Planning Commission voted 4-0-1 (1 absent) recommending the City Council's acceptance of the General Plan APR and Housing Element APR for 2024. See Planning Commission Resolution No. P-01-24 (Attachment 1).

ANALYSIS

All cities in California are required to prepare and adopt a General Plan. The General Plan identifies policies and programs addressing the development and redevelopment of land, preservation of parks and open spaces, provision of housing for current and future residents, conservation of natural resources, improvement of the circulation and transportation system, control of noise and protection of life and property from hazards.

The purpose of the APR is to provide local legislative bodies (Planning Commission and City Council) and the public with information regarding the implementation of the General Plan for their city or county, including the Housing Element. APRs also inform the public of the progress in meeting the community's goals. APRs must be presented to the local legislative body for its review and acceptance, usually as a consent or discussion item on a regular meeting agenda. The APR should provide enough information for decision-makers to assess how the General Plan was implemented during the 12-month reporting period. More specifically, APRs should explain how land use decisions relate to adopted goals, policies, and implementation measures of the General Plan.

As discussed above, the APR is due to HCD by April 1 of each year. This year's APR evaluates the status of the implementation programs and housing production for the time period between January 1, 2023, and December 31, 2023.

The attached Table (Attachment 2) comprises the General Plan APR and provides a brief summary of the status of the General Plan and the implementation programs contained in each General Plan Element. The status of the Housing Element implementation is part of the General Plan Annual Report reported in the table format required by HCD (Table D in Attachment 3).

Highlights of accomplishments in the implementation of General Plan programs in 2023 are included below with the corresponding references to the General Plan Element Implementation Program:

- **Land Use & Circulation Element**

In 2023, the City launched a number of initiatives to address land use & circulation.

- Periodic Monitoring of Land Uses Throughout the City - In 2023, the Planning Commission approved a new Research and Development building at 331 Lakeside Drive. Furthermore, in 2023, some progress was made on the Lantern Cove proposal, a project proposing 420 new units (356 net new units) at 244 Rock Harbor Lane. (LUC-C-12-a)
- Re-evaluate parking requirements in the Zoning Ordinance – On [December 18, 2023](#), the City Council approved amendments to the Municipal Code to reduce guest parking requirements by 50% to ensure that they do not unnecessarily increase the cost of developments or promote a surplus of parking. (LUC-G-1-a)
- Green Building Guidelines and Incentives – In 2023, the City improvised and streamlined the “Express Plan Review” for all Solar and Electric Vehicle Charging permits. A total of 148 solar permits and 30 EV Charging electrical permits were issued and a total of 12 solar rebates were issued in 2023. (LUC-H-1-a)
- Climate Action Plan (CAP) – After extensive community outreach and input, the Draft 2023 Foster City Climate Action Plan Update was completed in November 2023. Staff gave a presentation on the Draft CAP to the Citizens Sustainability Advisory Committee on January 10, 2024. The five-year plan includes measures and actions to help reach a 49% reduction in Greenhouse Gas (GHG) emissions below 2005 levels. (LUC-H-2-a)
- Wastewater Systems Improvement – Foster City continued working with the City of San Mateo to construct improvements at the jointly owned wastewater treatment plant (WWTP). The startup and commissioning of new treatment facilities are targeted to be completed by the summer of 2024, followed by the retrofit of existing facilities and commissioning of the integrated WWTP by the end of 2024. (LUC-L-13-a).

- **Parks and Open Space Element**

- Special Events – In 2023, the City hosted its traditional events including Fourth of July Celebration, Summer Concert Series, and Halloween Festival. Summer Days also returned for a three-day festival featuring carnival rides, music, food trucks, and a car show. (PC-y).
- Parks Facilities Plan and Improve Facilities – The City Council approved a contract with Group 4 Architecture to help lead the effort to rebuild the Foster City Recreation Center. A Planning Commissioner was selected for the Joint Parks and Recreation/Planning Commission Committee and

full design discussion began in the first quarter of 2023. At the regular City Council meeting on [May 15, 2023](#), the City Council confirmed the preferred conceptual two-story building design and in September 2023, the schematic design was approved. On [November 16, 2023](#), the Planning Commission adopted a Mitigated Negative Declaration (MND) and approved the Use Permit Modification for the construction of an approximately 40,000-square-foot Recreation Center. Also, staff developed a Request for Proposals (RFP) for the Parks Master Plan project consultant that was approved by the City Council at their regular meeting on [December 18, 2023](#). The RFP was published in January 2024. (LUC-L-5-a & PC-d)

- Source Reduction and Recycling Element – In 2023, the City continued to implement source reduction and recycling activities and programs in accordance with State regulations. The City meets current state-established targets for waste reduction and diversion (C-t).
 - The City partnered with Recology and RethinkWaste to provide a robust education and outreach campaign to all customers and especially customers who were not in compliance with new cart requirements, regarding new organics recycling requirements of SB 1383.

- **Local Hazard Mitigation Plan & Safety Element**

- Safety Element Update – On [August 21, 2023](#), City Council adopted the updated 2023 Safety Element.
- Levee Protection Planning and Improvements – In 2023, the contractor for the Levee Protection Planning and Improvements Project (awarded in 2020) achieved the following milestones:
 - Phase 1 Milestone (Port Royal Avenue to Shorebird Park): Access Restored Late March 2023
 - Phase 2 Milestone (Shorebird Park to San Mateo Bridge): Access Restored Mid-July 2023
 - Phase 3 Milestone (North of San Mateo Bridge): Access Restored Mid-October 2023

The Levee Project is designed to be resilient to the year 2050-2080. (S-A-2-a)

- **Crime Prevention/Education** – In 2023, the Police Department (PD) continued to provide various crime prevention programs to educate and involve the community (S-D-4-a).
 - Social Media - In 2023, social media was used to provide crime alerts, crime prevention tips, traffic information and safety tips to the Foster City community. Residential and Commercial Crime Prevention Through Environmental Design (CPTED) surveys were conducted.

- Coffee with a Cop forum was held on April 25, 2023.
- National Night Out was celebrated on August 1, 2023, to build relationships with the Foster City community.
- Open House was held on October 7, 2023. Scheduled tours of the communication center, booths set up to allow people to try on SWAT gear, and officers allowing members of the public to sit in patrol vehicles/motorcycles are provided at the Open House in order to give transparent information to the public regarding different functions of the Police Department.
- Foster City Civics Academy – PD presented at the Foster City Civics Academy on October 11, 2023. PD provided an overview of the Department and the services provided and gave a tour of the Police Station.
- In 2023, Drake, the Service Dog, attended 51 events where he provided a comforting and calming presence to people in need, greeted citizens, and strengthened bonds, relationships, and trust.
- **Housing Element** – Housing Element 2023-31 was adopted by the City Council on [May 22, 2023](#). The City received notification from the Department of Housing and Community Development (HCD) on [February 2, 2024](#), that the proposed revisions to the Housing Element meet the statutory requirements of State Housing Element Law. The proposed revisions to the Housing Element will be considered by the Planning Commission and City Council in the next few weeks.

The adopted Housing Element 2023-31 includes several programs to ensure that adequate housing sites are available during the planning period to make it possible to produce the number and type of housing units in the RHNA.

Foster City's Housing Element includes seven (7) goals as follows:

- H-A: Reinforce the City's commitment to meeting housing needs.
- H-B: Protect existing housing, waterfront character, and resources.
- H-C: Protect the supply and affordability of rental housing.
- H-D: Pursue public and private redevelopment opportunities to increase the supply of housing.
- H-E: Address affordable housing needs.
- H-F: Address housing for special needs populations.
- H-G: Affirmatively further fair housing.

The Housing Element provides for a variety of housing types and sizes, a mixture of rental and ownership housing, and housing that supports special needs populations. The policies and programs contained in this Housing Element support these goals while also ensuring that the City will meet its statutory obligations to affirmatively further fair housing and facilitate housing production at all income levels. Please refer to Table D in Attachment 3 for Housing Element - Program Implementation Status. Some of the programs that were implemented in 2023

have been discussed in detail above.

- General Plan and Zoning Amendments to Facilitate Housing on Housing Opportunity Sites in the Sites Inventory – In 2023, the City undertook several rezonings of the sites included in the Sites Inventory to provide capacity to meet the City's RHNA. (H-D-1-b)
 - Reclassify the 15.1-acre lands at Harbor Cove Apartments (900 Hillsdale Boulevard, APN: 094-470-420) to change the Zoning Map Designation from R-3, Medium Density Multiple-Family Residence to R-4/PD, High Density Multiple Family Residence/Planned Development Combining district;
 - Reclassify the 6.4-acre lands at Franciscan Apartments (888 Foster City Boulevard, APN: 094-091-020) to change the Zoning Map Designation from R-3/AHO, Medium Density Multiple-Family Residence/Affordable Housing Overlay Combining District to R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Planned Development/Affordable Housing Overlay Combining District;
 - Reclassify Foster's Landing Apartments (700 Bounty Drive, APN: 094-980-070) to change the zoning designation from R-3/PD Medium Density, Multiple Family Residence District/Planned Development to CM/PD, Commercial Mix/Planned Development District;
 - Reclassify the 8.77-acre lands at Shell Cove Apartments (707-939 Shell Boulevard, APN: 094-470-160) to change the Zoning Map Designation from R-3/PD/AHO, Medium Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District;
 - Reclassify the 9.64-acre lands at Lagoons Apartments (611-899 Bounty Drive, APN: 094-472-010) to change the Zoning Map Designation from R-3/PD.AHO, Medium Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District;
 - Reclassify the 18.7-acre lands at Beach Cove Apartments (605-1021 Catamaran Street, APN: 094-320-040 and 094-330-010) to change the Zoning Map Designation from R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R4/PD/AHO/BRHO, (High Density Multiple-Family Residence/Planned Development/Affordable Housing

Overlay/By-Right Housing Overlay Combining District;

- Reclassify the 7.9-acre lands at Shadow Cove Apartments (1019-1091 Foster City Boulevard, APN 094-312- 780) to change the Zoning Map Designation from R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R-4/PD/AHO/BRHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay/By-Right Housing Overlay Combining District;

- Reclassify the Eaves Apartments (700 Marlin Avenue, APN: 094-141-010) to change the zoning designation from R-3 Medium Density, Multiple-Family Residence District to R-4/PD High Density, Multiple-Family/Planned Development District;

- Reclassify 1601 Beach Park Boulevard (APN: 094-211-550) to change the zoning designation from PF Public Facilities to R-2/PD Two-Family Residence District/Planner Development; and

- Modify the Previously Approved General Development Plan for the + 100-Acre Lands Known as Metro Center in the C-2/PD (General Business/Planned Development) District to a C-2/PD (General Business/Planned Development) District with an Amended General Development Plan to Allow Commercial – or - Mixed Commercial/Residential Use up to 222 dwelling units at 1010 Metro Center Boulevard in the Town Center Neighborhood.

- Multi-Family Objective Design Standards – On December 18, 2023, the City Council introduced an Ordinance to amend the zoning regulations to add Multifamily and Residential Mixed Use Objective Design and Development Standards. The ordinance was adopted on January 16, 2024. (H-D-6-e)
- Accessory Dwelling Units – On September 18, 2023, the City Council approved updates to Chapter 17.78 of Municipal Code to comply with 2023 State laws, including allowing up to three (3) ADUs on a single-family lot. (H-D-4-a)
- Rental Housing Assistance Information – Staff created [multiple webpages](#) for information and resources on fair housing, funding, housing legislation, rental below market rate units, etc. (H-C-4-a)
- Amend Parking Requirements – On [December 18, 2023](#), the City Council introduced amendments to parking requirements for multi-family housing as necessary, including but not limited to reducing guest parking requirements by 50% and establishing bicycle parking requirements for residential uses, to allow General Plan densities and to reduce housing costs. The ordinance was adopted on [January 16, 2024](#). (H-D-6-c)

- Density Bonus for Affordable Housing Projects Consistent with State Density Bonus Law – On [September 18, 2023](#), the City Council approved updates to Chapter 17.86 to comply with state law. (H-E-3-a)
- Adequate Water Supply – On [May 1, 2023](#), the Estero Municipal Improvement District Board (EMID) approved a new Chapter 8.90, Water Neutrality Growth, to the EMID Municipal Code to 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. (H-A-4-a)
- Age Friendly Initiative – 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. In November 2023, Association of Retired Persons (AARP) reviewed and approved a submitted draft of Foster City’s AFC Initiative Action Plan. The City’s AFC plan was approved by the City Council on [January 16, 2024](#). (H-F-1-h)
- Climate Action Plan - The Administrative Draft 2023 Foster City Climate Action Plan Update was completed in November 2023. (H-B-3-d)
- Continue to Monitor Expiration of Affordability Covenants - The final four (4) of 70 Below Market Rate (BMR) units at Foster’s Landing expired on December 31, 2023. The City provided opportunities for relocation assistance services and early relocation to all four (4) households. Of the (4) four, three (3) relocated and one (1) elected to stay at Foster’s Landing in a market rate unit. (H-C-2-b)
- Inclusionary 20% Requirement - On [December 18, 2023](#), City Council adopted an ordinance approving revisions to Foster City Municipal Code, Chapter 17.90, Below Market Rate Inclusionary Housing Program and Below Market Rate Housing Programs Administrative Procedures and Guidelines. The revisions to the code provide greater clarity and expansion of the enforcement provisions and revisions to the Administrative Procedures and Guidelines provide greater clarity and detail for management and compliance of Below Market Rate (BMR) units. The changes also resulted in two (2) separate documents for rental programs and ownership programs.
- Housing unit production – The City issued building permits for four (4) ADUs (accessory dwelling units) in 2023 and issued 16 Certificates of Occupancy (or temporary certificates) in 2023 for new units. As of July 1, 2022, through December 13, 2023, a total of 59 new housing units were completed and count towards the RHNA 2023-2031. (H-A-1-a Annual Tracking of Housing Activity & H-A-1-b No Net Loss/Development Pipeline Monitoring).

Regional Housing Needs Allocation Progress

Legislation, such as [Senate Bill 35](#) (SB 35), [Assembly Bill 73](#) (AB 73), and [Senate Bill 570](#) (SB 570) adopted in 2017, has provided penalties and incentives related to making progress toward meeting RHNA for each Planning Period. SB 35, which added Section 65913.4 to the Government Code, was set to sunset on January 1, 2026. However, SB 423, which went into effect on January 1, 2024, extended the expiration date to January 1, 2036. HCD released a report on June 1, 2023, the [SB 35 Statewide Determination Summary](#), showing that Foster City was one of 246 jurisdictions in the state that have made insufficient progress toward meeting their Lower income RHNA (Very-Low and Low income) and are therefore subject to the streamlined ministerial approval process (SB 35 (Chapter 366, Statutes of 2017) streamlining) for proposed developments with at least 50% affordability.

The jurisdictions that are not on track to meet their housing needs will lose the ability to reject certain types of development projects under SB 35. Cities and counties are subject to SB 35 streamlining when they fall behind on submitting annual progress reports and/or in meeting less than the prorated portion of their RHNA. A total of 251 jurisdictions are subject to the streamlined ministerial approval process for proposed developments with at least 10% affordability, and another 246 jurisdictions are subject to this process when proposed developments have at least 50% affordability. The progress is prorated and recalculated each year until the mid-point of the Housing Element reporting period (4-year) and then recalculated again at the end of the Period.

A summary of housing development permits issued showing progress toward meeting the RHNA is shown below. Table 1 reports how many permits were issued each year. Table 2 reports RHNA progress of all permits completed (built and occupied) by affordability in all cycles pertaining to the 2023-2031 Housing Element. The difference in the numbers provided in the two (2) tables below (about 55 units) is a result of units that have been approved but have not yet been occupied until 2023. See attached Table A2 of Attachment 3 for more detailed information.

Table 1. Planning Period Permits Issued by Affordability for RHNA 2023-2031

Income Level	RHNA	Year 1 2023	Total Units to Date
Very Low	520	1	1
Low	299	0	0
Moderate	300	1	1
Above Moderate	777	2	2
Total	1,896	4	4

Table 2. Units Completed for RHNA 2023-31

Income Level	RHNA	Units Completed 7/1/2022- 12/31/2022	Units Completed 1/1/2023 - 12/31/2023	Total Units Completed Toward RHNA 6	% RHNA Met
Very Low	520	6	3	9	1.73%
Low	299	13	0	13	4.35%
Moderate	300	5	0	5	1.67%
Above Moderate	777	20	12	32	4.12%
Total	1,896	44	15	59	3.11%

Assembly Bill (AB) 1743 Compliance: AB 1743 requires local planning agencies to include in their APR whether housing development applications are subject to a ministerial or discretionary approval process. The reporting only pertains to development applications that result in **new** units and not applications that are remodeling of existing homes or additions to existing homes. In 2023, four (4) housing development applications were received that would result in new units. All four (4) projects required **ministerial** action (because they were ADUs). More detailed information pertaining to Building permit issuance is available in Table A2 of Attachment 3.

AB 2094 Compliance: AB 2094 requires local planning agencies to include in their APR their progress towards meeting its share of regional housing needs for extremely low-income households. There were two (2) extremely low-income ADUs completed in 2023. It also requires reporting associated with the Affordable Housing and High Roads Jobs Act of 2022 (AB 2011), including: (1) the location of the project; (2) the status of the project; (3) total number of units of the project; (4) number of units in the project that are rental housing; (5) number of units in the project that are for-sale housing; and (6) household income category of the units. AB 2094 also requires reporting of data from all projects approved to receive a density bonus. The City did not receive any applications for density bonus for any housing development in 2023.

Submittal to HCD and OPR

Government Code Section 65400 requires the local planning agency to provide the APRs to the legislative body (i.e., City Council), HCD, and OPR by April 1st of each year for the prior calendar year reporting period. In order to ensure that the City remains in compliance with State law, staff must submit the 2023 General Plan and Housing Element APRs (Attachments 2 and 3) to HCD and OPR by April 1, 2024.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The General Plan and Housing Element APRs do not qualify as a project as defined in the California Code of Regulations Section 15378(a). The reports are administrative activities conducted by the City that will not result in direct or indirect physical changes in the environment. Further, the APRs are exempt from review under the California Environmental Quality Act (CEQA), pursuant to California Code of Regulations Section 15601(b)(3). The activity is covered by the commonsense exemption that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

FISCAL IMPACT

There is no fiscal impact associated with City Council review and City submission of these annual reports with HCD and OPR.

CITY COUNCIL VISION, MISSION, AND VALUE/PRIORITY AREA

Smart Planning, Development, and the Local Economy

ATTACHMENTS:

Attachment 1 – Planning Commission Resolution No. P-01-24

Attachment 2 – Table of General Plan Programs - General Plan Annual Report for 2023

Attachment 3 – APR Reporting Tables A, A2, B, D, K & LEAP Reporting

RESOLUTION NO. P-1-24

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF FOSTER CITY RECOMMENDING CITY COUNCIL ACCEPTANCE OF THE GENERAL PLAN ANNUAL PROGRESS REPORT FOR 2023 AND FIND THE REPORT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINE SECTION 15061(B)(3).

CITY OF FOSTER CITY PLANNING COMMISSION

WHEREAS, California Government Code Section 65400 requires each governing body to prepare an annual report on the status and progress on implementation of its General Plan including its progress on implementation of the Housing Element; and

WHEREAS, Government Code Section 65400(a)(2) requires that an annual report on the status of the City's General Plan and progress made towards its implementation be provided to the legislative body and submitted to California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) by April 1 of each year, covering the previous calendar year; and

WHEREAS, the 2023 General Plan Annual Progress Report includes major implementation activities that occurred during the calendar year; and

WHEREAS, the 2023 General Plan Annual Progress Report includes reporting for progress pertaining to the City's Housing Element 2023-31, which is one of nine required general plan elements; and

WHEREAS, the City has made significant progress in implementing the programs contained in the City's General Plan, including the following significant accomplishments in 2023:

- Land Use & Circulation Element

In 2023, the City launched a number of initiatives to address land use & circulation.

- Periodic Monitoring of Land Uses Throughout the City - In 2023, the Planning Commission approved a new Research and Development building at 331 Lakeside Drive. Furthermore, in 2023, staff continued work on the Lantern Cove proposal, a project proposing 420 new units (356 net new units) at 244 Rock Harbor Lane. (LUC-C-12-a)
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2023. Staff gave a presentation on the Draft CAP to the Citizens Sustainability Advisory Committee on January 10, 2024. The five-year plan includes measures and actions to help reach a 49% decrease in Greenhouse Gas (GHG) emissions below 2005 levels. (LUC-H-2-a)

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- Reclassify Foster's Landing Apartments (700 Bounty Drive, APN: 094-980-070) to change the zoning designation from R-3/PD Medium Density, Multiple Family Residence District/Planned Development to CM/PD, Commercial Mix/Planned Development District;
- Reclassify the 8.77-acre lands at Shell Cove Apartments (707-939 Shell Boulevard, APN: 094-470-160) to change the Zoning Map Designation from R-3/PD/AHO, Medium Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District;
- Reclassify the 9.64-acre lands at Lagoons Apartments (611-899 Bounty Drive, APN: 094-472-010) to change the Zoning Map Designation from R-3/PD.AHO, Medium Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District;
- Reclassify the 18.7-acre lands at Beach Cove Apartments (605-1021 Catamaran Street, APN: 094-320-040 and 094-330-010) to change the Zoning Map Designation from R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R4/PD/AHO/BRHO, (High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay/By-Right Housing Overlay Combining District;
- Reclassify the 7.9-acre lands at Shadow Cove Apartments (1019-1091 Foster City Boulevard, APN 094-312- 780) to change the Zoning Map Designation from R-4/PD/AHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay Combining District to R-4/PD/AHO/BRHO, High Density Multiple-Family Residence/Planned Development/Affordable Housing Overlay/By-Right Housing Overlay Combining District;
- Reclassify the Eaves Apartments (700 Marlin Avenue, APN: 094-141-010) to change the zoning designation from R-3 Medium Density, Multiple-Family Residence District to R-4/PD High Density, Multiple-Family/Planned Development District;
- Reclassify 1601 Beach Park Boulevard (APN: 094-211-550) to

change the zoning designation from PF Public Facilities to R-2/PD Two-Family Residence District/Planner Development; and

- Modify the Previously Approved General Development Plan for the + 100-Acre Lands Known as Metro Center in the C-2/PD (General Business/Planned Development) District to a C-2/PD (General Business/Planned Development) District with an Amended General Development Plan to Allow Commercial – or -- Mixed Commercial/Residential Use up to 222 dwelling units at 1010 Metro Center Boulevard in the Town Center Neighborhood.
- Multi-Family Objective Design Standards – On [December 18, 2023](#), the City Council introduced an Ordinance to amend the zoning regulations to add Multifamily and Residential Mixed Use Objective Design and Development Standards. The ordinance was adopted on [January 16, 2024](#). (H-D-6-e)
- Accessory Dwelling Units – On September 18, 2023, the City Council approved updates to Chapter 17.78 of Municipal Code to comply with 2023 State laws, including allowing up to three (3) ADUs on a single-family lot. (H-D-4-a)
- Rental Housing Assistance Information – Staff created [multiple webpages](#) for information and resources on fair housing, funding, housing legislation, rental below market rate units, etc. (H-C-4-a)
- Amend Parking Requirements – On [December 18, 2023](#), the City Council introduced amendments to parking requirements for multi-family housing as necessary, including but not limited to reducing guest parking requirements by 50% and establishing bicycle parking requirements for residential uses, to allow General Plan densities and to reduce housing costs. The ordinance was adopted on [January 16, 2024](#). (H-D-6-c)
- Density Bonus for Affordable Housing Projects Consistent with State Density Bonus Law – On [September 18, 2023](#), the City Council approved updates to Chapter 17.86 to comply with state law. (H-E-3-a)
- Adequate Water Supply – On [May 1, 2023](#), the Estero Municipal Improvement District Board (EMID) approved a new Chapter 8.90, Water Neutrality Growth, to the EMID Municipal Code to 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. (H-A-4-a)
- Age Friendly Initiative – 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. In November 2023, Association of Retired Persons (AARP) reviewed and approved a submitted draft of Foster City's AFC Initiative Action Plan. The City's AFC plan was approved by the City Council on [January 16, 2024](#). (H-F-1-h)
- Climate Action Plan - The Administrative Draft 2023 Foster City Climate Action Plan Update was completed in November 2023. (H-B-3-d)
- Continue to Monitor Expiration of Affordability Covenants - The final four (4) of

70 Below Market Rate (BMR) units at Foster's Landing expired on December 31, 2023. The City provided opportunities for relocation assistance services and early relocation to all four (4) households. Of the (4) four, three (3) relocated and one (1) elected to stay at Foster's Landing in a market rate unit. (H-C-2-b)

- Inclusionary 20% Requirement - On [December 18, 2023](#), City Council adopted an ordinance approving revisions to Foster City Municipal Code, Chapter 17.90, Below Market Rate Inclusionary Housing Program and Below Market Rate Housing Programs Administrative Procedures and Guidelines. The revisions to the code provide greater clarity and expansion of the enforcement provisions and revisions to the Administrative Procedures and Guidelines provide greater clarity and detail for management and compliance of Below Market Rate (BMR) units. The changes also resulted in two (2) separate documents for rental programs and ownership programs.
- Housing unit production – The City issued building permits for four (4) ADUs (accessory dwelling units) in 2023 and issued 16 Certificates of Occupancy (or temporary certificates) in 2023 for new units. As of July 1, 2022, through December 13, 2023, a total of 59 new housing units were completed and count towards the RHNA 2023-2031. (H-A-1-a Annual Tracking of Housing Activity & H-A-1-b No Net Loss/Development Pipeline Monitoring).

WHEREAS, the Planning Commission finds that preparation of the General Plan Annual Report is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378, and would be also exempt from CEQA under the CEQA Guidelines Section 15061(b)(3), Common Sense Exemption; and

WHEREAS, the Planning Commission considered and reviewed the General Plan Annual Progress Report at the Planning Commission Regular Meeting on February 15, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Foster City, has reviewed and investigated the General Plan Annual Progress Report in conformance with Government Code Section 65400(a) and based on facts and analysis in the Staff Report, written and oral testimony, and exhibits presented recommends that the City Council accept the Annual Progress Report on the General Plan for 2023 as attached hereto.

PASSED AND ADOPTED as a Resolution of the City of Foster City Planning Commission at the Regular Meeting thereof held on February 15, 2024, by the following vote:

AYES, COMMISSIONERS: Bronitsky, Haddad, Pedro and Chair Jagtiani

NOES, COMMISSIONERS:

ABSENT, COMMISSIONERS: Venkat

ABSTAIN, COMMISSIONERS:

RAVI R JAGTIANI

RAVI R JAGTIANI (Feb 20, 2024 14:48 PST)

RAVI JAGTIANI, CHAIRMAN

ATTEST:

Sofia Mangalam

SOFIA MANGALAM, SECRETARY

GENERAL PLAN ANNUAL PROGRESS REPORT – 2023

Introduction

State law requires all cities and counties in California to adopt a General Plan, comprised at minimum of seven mandated “Elements,” that addresses physical development within its jurisdiction.

The table below shows the State-mandate elements and their counterparts in the Foster City General Plan.

State-Mandated Elements	Corresponding Foster City General Plan Elements	Last Updated
Land Use Circulation	Land Use and Circulation Element	Full adoption February 1, 2016. Updated some policies to be consistent with National Pollutant Discharge Elimination System (NPDES) Permit related to green infrastructure on September 3, 2019.
Housing	Housing	Adopted May 2023.
Open Space	Parks and Open Space	September 2009.
Conservation	Conservation	Full adoption in September 2009. Updated some policies to be consistent with National Pollutant Discharge Elimination System (NPDES) Permit related to green infrastructure on September 3, 2019.
Safety	Local Hazard Mitigation Plan (LHMP) and Safety Element Update	LHMP on December 13, 2021. Safety Element was updated and adopted in August 2023.
Noise	Noise	May 1993.

General Plan Implementation

This Annual Progress Report was presented to the Planning Commission on February 15, 2024, and City Council on March 4, 2024. Planning Department staff worked with other City departments in assessing the programs of the different Elements of the General Plan and prepared this General Plan Annual Progress Report. The table below includes measures associated with the implementation of the General Plan with specific reference to individual elements of the General Plan:

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
CHAPTER 3: LAND USE AND CIRCULATION ELEMENT-ADOPTED FEBRUARY 1, 2016			
LUC-A-3-a	<p>Continue Code Enforcement Program. The City will continue its code enforcement program to ensure that residential, commercial and industrial properties are maintained. This responsibility will include, but not be limited to, periodic spot checks of property throughout the City and follow-up investigation of property maintenance complaints. Property maintenance standards shall be enforced, including weed abatement, painting/staining of buildings, trash and debris removal from yards, and planting and maintenance of landscaping.</p> <p>Responsibility: Community Development Department.</p> <p>Timeframe: Current and ongoing.</p>	<p>The City initiated the “See-Click-Fix” program in 2016 to more efficiently handle complaints and enforcement. Code enforcement of property maintenance standards is an ongoing responsibility of the Community Development Department.</p> <p>In 2023, See-Click-Fix handled 1,477 cases.</p> <p>Promotion of See-Click-Fix and other communications were expanded through:</p> <ul style="list-style-type: none"> • Dedicated social media posts on a monthly basis from August 2023-December 2023 via Facebook and Twitter • Videos – Mayoral Minute Episode 1 (1/26/23), Foster City @ Work Episode 3 (9/14/23 and 9/28/23) • Community Annual Report was promoted in the newsletter 12/14/23 and 12/28/23 	CDD
LUC-C-12-a	<p>Periodic Monitoring of Land Uses Throughout the City. Periodically monitor land uses throughout the City to determine when changes in land use may be appropriate, actual land use practices, economic practicality of maintaining current land uses and level of property maintenance. Specific future actions might include:</p> <p>a. Revitalization of older neighborhood retail centers.</p>	<p>On November 2, 2023, the Planning Commission approved a Use Permit to allow the demolition of an existing 20,737 square foot building and construction of a new 190,000 square foot, five-story, research and</p>	CDD-CM

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>b. Changes in land use designations and zoning where necessary to respond to changes in economic conditions and/or City needs.</p> <p>c. Meeting with property owners to discuss possible redevelopment opportunities and constraints, especially in the Chess Drive/Hatch Drive area and along the northeast side of Foster City Boulevard.</p> <p>Responsibility: Planning and Code Enforcement Division and Planning Commission.</p> <p>Timeframe: Current and ongoing.</p>	<p>development building in the south campus of the Gilead Sciences Integrated Campus Master Plan located at 331 Lakeside Drive (UP2023-0079).</p> <p>In 2023, the City rezoned several sites listed in the sites inventory in the Housing Element 2023-31 to be consistent with the capacity in the sites inventory. These zoning map changes are explained in Housing Element Appendix D. Links to the various ordinances are in Housing Element Appendix H.</p>	
LUC-E-2-a	<p>Plan Consultation and Consistency. Maintenance, planning, and design of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, and other relevant plans, except that where such consistency cannot be achieved without negative consequences, consistency shall not be required if the head of the relevant department provides written approval explaining the basis of such deviation.</p> <p>Responsibility: Community Development Department and Public Works Department</p> <p>Timeframe: Current and Ongoing</p>	<p>Ongoing. All City projects proposed in the Capital Improvement Program each Fiscal Year are developed consistent with the General Plan and also reviewed by the Planning Commission for consistency. Work on a bicycle and pedestrian master plan is scheduled to begin in FY 2024-25.</p>	PW CDD
LUC-E-2-b	<p>Street Network/Connectivity. As feasible, Foster City shall incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of users and to create employment, with the particular goal of creating a connected network of facilities accommodating each category of users and increasing connectivity across jurisdictional boundaries and for existing and anticipated future areas of travel origination or destination.</p>	<p>Ongoing. All City and development projects incorporate, where feasible, Complete Streets infrastructure.</p> <p>Council approved installation of sharrows on Class III bike routes to be installed as streets have pavement rehabilitation.</p>	PW CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>Responsibility: Community Development Department and Public Works Department</p> <p>Timeframe: Current and Ongoing</p>	In August 2023, CIP 703 constructed new bike lanes along Shell Blvd. from Shell Bridge to Beach Park Blvd.	
LUC-E-2-c	<p>Bicycle and Pedestrian Advisory Consultation. Transportation projects shall be reviewed by the Traffic Review Committee early in the planning and design stage, to provide comments and recommendations regarding Complete Streets features to be incorporated into the project.</p>	<p>Ongoing. Traffic related items (traffic improvement requests, relevant CIP projects, etc.) are taken to the Traffic Review Committee for recommendation to the City Council prior to approval.</p> <p>On February 9, 2021, the City Council approved the installation of a temporary Class II Bikeway along Edgewater Boulevard between Beach Park Blvd. and Baffin Street to provide another alternative route for cyclists while the Levee Improvement Project is under construction. The temporary Class II Bikeway was installed in March 2021 and will be considered for permanent installment at the completion of the Levee Project anticipated in January 2024.</p>	<p>PW</p> <p>CDD</p>
LUC-E-2-d	<p>Evaluation. All relevant agencies or departments shall perform evaluations of how well the streets and transportation network of Foster City are serving each category of users by collecting baseline data and collecting follow-up data on a regular basis.</p>	The Metropolitan Transportation Commission's Pavement Management Technical Assistance Program (P-TAP) provides the City with various resources to understand its pavement condition. Through P-TAP, pavement consultants are hired to inspect City streets and update the PMP database every two to three years. The program	<p>PW</p> <p>CDD</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		helps determine the most cost-effective treatment to extend the life of the roadways. The City was awarded a PTAP grant for the FY23-24. The pavement assessment for FY23-24 is being performed by Adhara Systems, Inc. and is anticipated to be completed by June 2024.	
LUC-E-2-e	Leadership Approval for Exemptions. Projects that seek Complete Streets and/or Green Streets exemptions must provide written finding of why accommodations for all modes that were not included in the project and signed off by the Public Works Director or equivalent high level staff person. Projects that are granted exceptions must be made publicly available for review. Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA) Accommodating Bicycle and Pedestrian Travel http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design.cfm	No requests for exemption from Complete Streets requirements were received in 2023.	PW CDD
LUC-E-7-a	Transit System Infrastructure. The City will work with transit providers to facilitate the maintenance and upgrade of the transit system infrastructure to enhance public use, including: <ul style="list-style-type: none"> a. Transit stops and bus lanes that are safe, convenient, clean and efficient; b. Accessible transit stops that have clearly marked street-level designation; c. Transit stops that are safe, sheltered, clean, and well lit; d. Transit stops that are located along corridors within mixed-use or transit-oriented development areas. e. Use of Green Infrastructure and Green Streets features where applicable. 	In 2023/2024 Staff participated in SamTrans Bus Stop Improvement Plan (BSIP) Public Agency Working Group meetings and reviewed Draft Bus Stop Design Guidelines.	PW CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
LUC-E-7-b	Public Transit Information. The City will provide information regarding public transit at City Hall, the Recreation Center, the City's web site, and other locations to promote the use of public transit.	Public transit information is provided at City buildings and on the City's website.	CDD CM
LUC-E-7-b	Designation of New Bus Routes. The City will work with transit providers to designate new bus routes, provide curbside space for bus stops, and require major commercial/industrial developments along bus routes to accommodate buses in their circulation plans. Bus turnouts or shelters will also be required to be provided by the development.	In August 2023, Staff attended SamTrans Bus Stop Improvement Plan (BSIP) Public Agency Working Group meetings and reviewed Draft Bus Stop Design Guidelines.	PW CM CDD
LUC-E-8-a	Bicycle and Pedestrian Access. Make it a condition of approval that new, large-scale developments address transit, biking and walking access to the site.	Ongoing as a part of development review. In 2023, the City adopted bicycle parking requirements and development standards for bicycle parking and storage facilities.	CDD
LUC-E-8-b	Development Standards for Bicycles. The City will establish standards for new development and redevelopment projects to support bicycle use, including: <ul style="list-style-type: none"> a. Develop standards for safe pedestrian and bicyclist accommodations, including: <ul style="list-style-type: none"> i. "Complete Streets" policies that foster equal access by all users in the roadway design; ii. "Green Streets" policies that serve to treat stormwater and include additional environmental benefits; iii. Bicycle and pedestrian access internally and in connection to other areas through easements; iv. Safe access to public transportation and other non-motorized uses through construction of dedicated paths; v. Safe road crossings at major intersections. 	<p>Development of standards are included in the Bicycle, Pedestrian and Intersection Evaluation Study prepared in 2017 and adopted by the City Council on February 5, 2018. A Bicycle and Pedestrian Master Plan is scheduled to begin work in FY24-25.</p> <p>Ongoing. Council approved installation of sharrows on Class III bike routes to be installed as streets have pavement rehabilitation.</p> <p>In 2023, the City adopted bicycle parking requirements and development standards for bicycle parking and storage facilities.</p>	PW CDD PD
LUC-E-9-a	Pedestrian and Bicycle Safety. Provide safe and convenient access for pedestrians and bicyclists to, across, and along major roadways. The	A Bicycle, Pedestrian and Intersection Study was prepared in 2017 and	PW

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>City shall conduct a study of all intersections in the City from a comprehensive perspective which would consider the needs of pedestrians, bicyclists and motorists. The study will include an examination of potential options to address not only current conditions but also conditions anticipated by future development, including enforcement of traffic laws applicable to pedestrians and bicycles. The City will also prepare a study that reviews highly used intersections by pedestrians that are going to Foster City schools and recreational amenities such as the levee and parks and identify ways to increase pedestrian safety at those intersections.</p>	<p>adopted by the City Council on February 5, 2018.</p> <p>Council approved installation of sharrows on Class III bike routes to be installed as streets have pavement rehabilitation.</p> <p>Ongoing. The City continues to implement improvements as recommended from the Study.</p> <p>A Bicycle and Pedestrian Master Plan is schedule to begin work in FY24-25.</p> <p>As part of the Levee Improvements Project, a temporary Class II Bikeway along Beach Park Blvd between Teal Street and Foster City Boulevard was installed to provide an alternative route for cyclists while the Levee Improvements Project is under construction through January 2024.</p>	<p>CDD</p> <p>PD</p>
LUC-E-9-b	<p>Bicycle Route and Pedestrian Path Improvement Program. The City shall conduct a study with the following goals: 1) identify bike routes that may need enhancements that would increase cyclist safety going to schools, parks, shopping center or civic areas; and 2) identify major thoroughfares and any enhancements to those roadways that would allow cyclists to get to the levee and other common destinations safely. The purpose of the bicycle route system is to connect major work, shopping, school, civic, and recreational destinations throughout the City, while avoiding as many of the most heavily used street segments as possible.</p>	<p>A Bicycle, Pedestrian, and Intersection improvement Study was prepared in 2017 and adopted by the City Council on February 5, 2018.</p> <p>Council approved installation of sharrows on Class III bike routes to be installed as streets have pavement rehabilitation.</p> <p>The City continues to implement improvements as recommended from the Study.</p>	<p>PW</p> <p>CDD</p> <p>PR</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		A Bicycle and Pedestrian Master Plan is scheduled to begin work in FY24-25.	
LUC-F-1-a	System Monitoring. The City will monitor traffic and congestion to determine when and where the City needs new transportation or circulation facilities in order to increase access and efficiency.	Ongoing. Construction of the Traffic Signals at various Intersections – CIP 301-681, was completed and Notice of Completion is planned for February 2024.	PW
LUC-F-1-b	Signal Synchronization. The City will review signal timing programs to enhance traffic flow and efficiency and determine where emissions reduction benefits can be demonstrated, including maintenance of the synchronization system, and will coordinate with adjoining jurisdictions as needed to optimize transit operation while maintaining a free flow of traffic.	Ongoing	PW
LUC-F-1-c	Periodically Monitor Traffic Conditions. The City will periodically monitor traffic conditions on arterial and selected collector streets to determine levels of service and safety conditions. Traffic counts will be updated and visual monitoring performed regularly at all major street intersections to determine levels of service, safety conditions, and if additional traffic control measures are warranted or if changes in the sequence of traffic signal cycles are necessary.	Ongoing Construction of the Traffic Signals at various Intersections – CIP 301-681, was completed and Notice of Completion planned for February 2024.	PW
LUC-F-1-d	Traffic Calming. Develop guidelines for traffic calming techniques, as needed, including incorporation of Green Infrastructure (including Green Streets features).	Speed Survey (E&TS) conducted in November of 2023 to evaluate existing speed limits. On December 18, 2023, the City Council adopted the speed limits in the 2023 E&TS. The City has been working in conjunction with the San Mateo County Transportation Authority (SMCTA), City/County Association of Governments (C/CAG), Caltrans, and the City of San Mateo on the US 101/SR 92 Interchange Area Improvement Project (Short-Term	PW CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		<p>project) and the US-101/SR-92 Direct Connector (Long-Term project).</p> <p>Council approved installation of sharrows on Class III bike routes to be installed as streets have pavement rehabilitation.</p> <p>A Bicycle, Pedestrian, and Intersection Study was prepared in 2017 and adopted by the City Council on February 5, 2018. A Bicycle and Pedestrian Master Plan will be prepared in FY24-25.</p> <p>The City continues to implement improvements as recommended from the Bike and Pedestrian Study.</p> <p>A Bicycle and Pedestrian Master Plan is scheduled to begin work in FY24-25.</p>	
LUC-F-2-a	<p>Implementation of Traffic Reduction Programs.</p> <p>As appropriate, require new non-residential developments to include a traffic reduction strategy with a variety of methods to reduce single-occupancy vehicles, provided programs exist.</p>	Transportation Demand Management programs are required in all new non-residential developments.	CM CDD
LUC-F-3-a	<p>Employer Shuttle Fair-Share. Include as a condition of approval that employers shall fund, at a level commensurate with the transit demand, new or expanded employee shuttle services to transit hubs on the Peninsula and, if applicable, in the East Bay.</p> <p>Responsibility: Community Development Department</p> <p>Timeframe: Upon adoption of the Land Use and Circulation Element</p>	Ongoing as part of development review.	CDD
LUC-F-3-b	<p>Vintage Park Transit Service. As areas are redeveloped, the City shall encourage transit providers to re-route bus lines or designate a new bus line to serve employees of this development, as appropriate.</p>	Gilead Sciences has instituted a robust Transportation Demand Management program, including the launch of the	CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>The City has provided some existing curbside areas for bus stops, and new ones shall be provided by the developer as needed. The City shall consult with SamTrans and AC Transit to determine the optimum routes for a new bus line(s).</p> <p>Responsibility: Community Development Department and Public Works Department.</p> <p>Timeframe: Prior to completion of Vintage Park.</p>	Gilead Commuter Bus Program on December 1, 2016. Every year CDD staff reviews TDM monitoring letter sent by Gilead to ensure that the project is well below the vehicle trip threshold as stated in the TDM plan.	
LUC-G-1-a	<p>Parking Requirements. Re-evaluate parking requirements in the Zoning Ordinance to ensure that they are adequate but not excessive, in order to ensure that they do not unnecessarily increase the cost of developments or promote a surplus of parking.</p> <p>Responsibility: Planning and Code Enforcement Division</p> <p>Timeframe: Upon completion of the Land Use and Circulation Element Update.</p>	On December 18, 2023, the City Council approved amendments to the Municipal Code to reduce guest parking requirements by 50% to ensure that they do not unnecessarily increase the cost of developments or promote a surplus of parking.	CDD
LUC-G-2-a	<p>Low Emission Vehicles. The City will support and promote the use of low-emission vehicles, by:</p> <ul style="list-style-type: none"> a. Encouraging the necessary infrastructure to encourage the use of low-emission vehicles (LEV) and clean alternative fuels, such as development of electric vehicle charging facilities and conveniently located alternative fueling stations; b. Encouraging new construction to include vehicle access to properly wired outdoor receptacles to accommodate LEV and/or plug in electric hybrids (PHEV); c. Encouraging transportation fleet standards to achieve the lowest emissions possible. <p>Responsibility: City Manager's Office, Community Development Department, Public Works Department, Parks and Recreation Department and other fleet operators</p>	<p>Private EV charging initiatives have been included as eligible projects for Community Benefit funding.</p> <p>In FY23-24, the City Council approved participating in the Peninsula Clean Energy Gov EV Program, which will be identifying and planning for the infrastructure requirements and vehicle capacity to increase the EV share in the City's fleet during 2024.</p> <p>In 2023, 148 solar permits and 30 EV charging stations permits were issued – all in private homes.</p> <p>The City reviews the requirements for all new vehicles purchased for its own fleet</p>	<p>CDD</p> <p>CM</p> <p>PW</p> <p>PARKS</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	Timeframe: As appropriate with new or modified development.	<p>to determine whether there is an EV or hybrid option for the type of use needed.</p> <p>The 2023 Draft Climate Action Plan (CAP) Update includes measures related to decarbonizing transportation in Foster City, specifically increasing the share of ZEV passenger vehicles to 30%. Additionally, the CAP includes encouragement for bicycling and micromobility as an alternative to vehicle travel, further decreasing vehicle emissions.</p>	
LUC-H-1-a	<p>Green Building Guidelines and Incentives. The City will support the use of green building practices by:</p> <ul style="list-style-type: none"> a. Providing information, marketing, training, and technical assistance about green building practices; b. Considering guidelines for green building practices in residential and commercial development; and c. Implementing sustainable practices where feasible in public buildings and spaces. <p>Responsibility: Community Development Department</p> <p>Timeframe: Upon completion of the Land Use and Circulation Element Update</p>	In 2023, the City established “Express Plan Review” for all Solar and Electric Charging permits. A total of 148 Solar permits were issued, 30 EV Charging electrical permits were issued, and a total of 12 solar rebates were issued in 2023.	PW CDD
LUC-H-2-a	<p>Climate Action Plan. The City will prepare, adopt and implement a comprehensive Climate Action Plan (CAP) to achieve its fair share of statewide emissions reductions for the 2020 timeframe consistent with AB32. The CAP will specify the strategies, measures and actions to be taken for each inventory sector (transportation, electricity, solid waste, etc.) to achieve the overall emission reduction target, and include an adaptive management process that can incorporate new technology and</p>	In 2023, the City conducted extensive community outreach in conjunction with consultants and the Citizens Sustainability Advisory Committee. The Draft 2023 Foster City Climate Action Plan Update was completed in November 2023, incorporating measures	CDD CM

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>respond when goals are not being met.</p> <p>Responsibility: City Manager's Office and Community Development Department</p> <p>Timeframe: Upon completion of the Land Use and Circulation Element Update</p>	to lower the City's Greenhouse Gas emissions to 49% below 2005 levels by 2030.	
LUC-H-2-b	<p>Vehicle Idling. The City will enforce State idling laws for commercial vehicles, including delivery and construction vehicles.</p> <p>Responsibility: Police Department</p> <p>Timeframe: Current and Ongoing</p>	Ongoing – largely complaint driven.	POLICE
LUC-H-5-a	<p>Tree and Landscape Program. Include requirements for tree and landscape planting in all new developments and redevelopment in design review and landscape guidelines.</p> <p>Responsibility: Community Development Department</p> <p>Timeframe: Upon completion of the Land Use and Circulation Element Update</p>	Ongoing during development review.	CDD
LUC-I-1-a	<p>Enhance existing retail centers & opportunities. Promote retail opportunities through coordinated sign guidelines and way-finding programs to create a “sense of place” in older shopping centers.</p> <p>Responsibility: Community Development Department</p> <p>Timeframe: Upon completion of the Land Use and Circulation Element</p>	<p>Sign Guidelines for various shopping centers have been amended to enhance retail opportunities, including review of guidelines for;</p> <p>Marketplace in 2017-18:</p> <p>Edgewater Place: 1/15/2015</p> <p>Marlin Cove: 8/16/01</p> <p>Parkside Towers: 6/3/2015</p> <p>Pilgrim Triton: 3/31/2016</p>	<p>CDD</p> <p>CM</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		Foster Square: 11/3/2016 Marketplace: 1/11/18 Illumina: 11/1/18 Beach Park Plaza 1/17/19 Metro Center: 11/4/2021	
LUC-K-1-a	<p>Monitor Neighborhood Retail Centers. To determine the viability of existing neighborhood retail centers, the City will monitor vacancies and the physical condition of these centers. A General Plan amendment would be necessary at the time conversion to any other use is considered.</p> <p>Responsibility: Planning and Code Enforcement Division.</p> <p>Timeframe: Current and ongoing.</p>	In 2023 CDD staff has continued to proactively monitor, respond to complaints, and work closely with the property managers of each of the 9 retail centers located in Foster City. CDD staff has conducted daily site visits to a retail center and has received voluntary compliance by property owners/managers.	CDD
LUC-L-5-a	<p>Parks Facilities Plan. The City shall adopt and regularly review a Parks Facilities Plan which addresses the need for new, and maintenance of existing, park facilities. This plan will be used as a basis for establishing needed park in-lieu fees and review of the City's adopted Capital Improvements Program.</p> <p>Responsibility: Parks and Recreation Department, Public Works Department and City Council.</p> <p>Timeframe: Current and ongoing.</p>	Ongoing as part of annual Capital Improvements Plan. The Recreation Center Rebuild Project (RCRP) completed the Design Development Phase on December 18, 2023, when Council approved the final design and affirmed the project budget. Per City Council direction, staff is preparing to bring back the Project budget for the City Council to consider funding options to address the budget shortage. A Temporary Facilities Plan went to Council on November 6, 2023 for review and was accepted by the City Council. Staff will prepare a Final Temporary Facilities Plan for a City	PARKS

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		<p>Council meeting in February 2024 for the City Council to approve a Request for Proposal (RFP) for modular units. The current Recreation Center is expected to close at the end of August 2024 and operations transferred to alternate buildings for the two-year closure. The opening of the new Recreation Center is anticipated to be in June of 2026.</p> <p>Staff developed an RFP for the Park Master Plan project consultant and was approved by the City Council at their December 18, 2023, regular meeting. The RFP is expected to be published in January 2024 with a consultant hired by May 2024.</p>	
LUC-L-9-a	<p>Child Care Facility Regulations. Amend Title 17, Zoning, to require a Use Permit for large family day care homes providing care for nine to 14 children and day care centers providing care to over 14 children.</p> <p>Responsibility: Community Development Department.</p> <p>Timeframe: Begin amendment after update of Land Use and Circulation Element.</p>	Completed	CDD
LUC-L-10-a	<p>Fire Department Annual Inspections. The Fire Department shall perform annual inspections and review new business license applications of all businesses in Foster City. The inspections should ensure, among other things, that all hazardous materials are handled properly and pertinent information regarding the materials is provided to the City.</p> <p>Responsibility: Fire Department.</p>	Ongoing. In 2023, SMC Fire had 108 inspections for new businesses across San Mateo, Foster City, and Belmont. For Foster City, SMC Fire reviewed 656 plans and conducted 281 construction inspections.	FIRE

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	Timeframe: Current and ongoing.		
LUC-L-11-a	<p>Water System Improvements. Evaluate the condition and capacity of the water system each year to determine whether to include improvements to the water system in the Capital Improvement Program.</p> <p>Responsibility: District Board, Public Works Department.</p> <p>Timeframe: During annual Capital Improvement Program review.</p>	<p>Ongoing. Projects are added to the Capital Improvement Program as needed.</p> <p>A Potable Water System Risk and Resilience Assessment and updated Emergency Response Plan were certified to the Environmental Protection Agency (EPA) in June and December 2021 respectively. A Tabletop Exercise of the Emergency Response Plan was conducted in October 2023 and an “After Action” report was developed to guide future improvement activities.</p>	PW
LUC-L-13-a	<p>Wastewater System Improvements. Evaluate the condition and capacity of the wastewater system each year to determine whether to include improvements to the wastewater system in the Capital Improvement Program.</p> <p>Responsibility: District Board, Public Works Department.</p> <p>Timeframe: During annual Capital Improvement Program review.</p>	<p>Ongoing. The Wastewater Collection System Master plan was completed and accepted by Council May 2020. The study addresses repairs and improvements over the next 20-year period. Implementation of the projects into the budget is ongoing.</p> <p>Foster City is working with the City of San Mateo to construct improvements at the jointly owned wastewater treatment plant. Startup and commissioning of new treatment facilities is targeted to be completed by Summer 2024, followed by retrofit of existing facilities and commissioning of the integrated WWTP by the end of 2024.</p>	PW

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
CHAPTER 4: HOUSING ELEMENT – ADOPTED MAY 2023, REVIEW TABLE D OF THE APR FOR ALL HE PROGRAMS			
CHAPTER 5: PARKS OPEN SPACE AND CONSERVATION ELEMENT – ADOPTED SEPTEMBER 2009			
PC-a	<p>Periodic Recreation User Surveys. Encourage feedback from recreation program participants, facility users and the general community with periodic surveys.</p> <p>Responsibility: Parks and Recreation Department.</p> <p>Timeline: Current and ongoing.</p>	In 2023, user surveys were conducted during the design phase process of the Recreation Center. Parks will conduct a user survey in December regarding public preference for a community garden.	PARKS
PC-b	<p>Respond to Changing Recreation Needs. Expand and diversify classes and activities to address new recreation trends and changing community needs.</p> <p>Responsibility: Parks and Recreation Department.</p> <p>Timeline: Current and ongoing.</p>	Ongoing	PARKS
PC-c	<p>Implement the City of Foster City Bikeway System Report. Implement the City of Foster City Bikeway System Report, adopted by the City Council on January 7, 1991.</p> <p>Responsibility: Parks and Recreation Department, Public Works Department.</p> <p>Timeline: Current and ongoing.</p>	<p>A Bicycle, Pedestrian and Intersection Study was prepared in 2017 and adopted by the City Council on February 5, 2018. Implementation of improvements is ongoing.</p> <p>Council approved installation of sharrows on Class III bike routes to be installed as streets have pavement rehabilitation.</p> <p>The San Mateo County Civil Grand Jury released a report on July 10, 2023, recommending that all Cities update or generate a new Bicycle and Pedestrian Master Plan consistent with the C/CAG</p>	<p>PW</p> <p>PARKS</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		San Mateo County Comprehensive Bicycle and Pedestrian Plan. In its response to the Civil Grand Jury, Foster City committed to do so by June 30, 2025.	
PC-d	<p>Improve Facilities. Perform maintenance and specific improvements to parks and recreation facilities as identified in the Capital Improvement Program Five Year Plan.</p> <p>Responsibility: Parks and Recreation Department, Parks and Recreation Committee.</p> <p>Timeline: Current and Ongoing, Long-term</p>	<p>The Recreation Center Rebuild Project (RCRP) completed the Design Development Phase on December 18, 2023 when Council approved the final design and affirmed the project budget. Per City Council direction, staff is preparing to bring back the Project budget for the City Council to consider funding options to address the budget shortage. A Temporary Facilities Plan went to Council on November 6, 2023 for review and was accepted by the City Council. Staff will prepare a Final Temporary Facilities Plan for a City Council meeting in February 2024 for the City Council to approve a Request for Proposal (RFP) for modular units. The current Recreation Center is expected to close at the end of August 2024 and operations transferred to alternate buildings for the two-year closure. The opening of the new Recreation Center is anticipated to be in June of 2026.</p> <p>Staff developed an RFP for the Park Master Plan project consultant and was approved by the City Council at their December 18, 2023, regular meeting. The RFP is expected to be published in January 2024 with a consultant hired by</p>	PARKS

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		May 2024.	
PC-e	<p>Park Inspections. Perform and document monthly inspections of park amenities and infrastructure.</p> <p>Responsibility: Parks and Recreation Department.</p> <p>Timeline: Current and ongoing.</p>	Ongoing	PARKS
PC-f	<p>Playfield Inspections. Inspect playfields during weekly maintenance.</p> <p>Responsibility: Parks and Recreation Department.</p> <p>Timeline: Current and ongoing.</p>	Ongoing	PARKS
PC-g	<p>Levee Pedway Maintenance. Maintain the levee pedway, repairing and resurfacing when necessary.</p> <p>Responsibility: Parks and Recreation Department, Public Works Department.</p> <p>Timeline: Current and ongoing.</p>	<p>Construction is complete. Quarterly inspections and landscape maintenance will resume.</p> <p>In September 2020, the construction of the Levee Protection Planning and Improvements Project (CIP 327-657) began. Sheet pile installation for Phases 1, 2, and 3 is complete as well as approximately 3 miles of concrete cap work. The project is anticipated to be complete in January 2024.</p>	<p>PARKS</p> <p>PW</p>
PC-h	<p>Existing Pedway Enhancement. Enhance the existing pedway system by providing observation points, water fountains, additional and replacement landscaping, trash cans, additional paved access points with hand rails and additional benches along the pathways.</p> <p>Responsibility: Parks and Recreation Department, Public Works Department.</p> <p>Timeline: Financing is undetermined, long-term.</p>	Construction of the Levee Protection Planning and Improvements Project CIP 327-657 will be completed in February 2024. The completed 6.5-mile pathway ranges from 14-18 feet in width and includes separate pedestrian and bicycle lanes in each direction. New signage, trash, and recycling containers, observation points benches, picnic tables, interpretive signage, and bicycle	<p>PARKS</p> <p>PW</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		fix-it stations are installed along the completed pathway.	
PC-i	<p>Senior Activities. Maintain the existing senior center and continue to provide programs, activities and services to seniors at this facility.</p> <p>Responsibility: Parks and Recreation Department.</p> <p>Timeline: Current and ongoing.</p>	Ongoing	PARKS
PC-j	<p>Special Needs. Require that any improvements to open space lands be designed to accommodate people with special needs.</p> <p>Responsibility: Community Development Department, Parks and Recreation Department.</p> <p>Timeline: During Plan Review.</p>	Ongoing	PARKS CDD
PC-k	<p>Public Access. Require dedication of open space lands or public access easements as a part of new development or redevelopment along the Bay or the Belmont Slough.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review.</p>	Ongoing	CDD
PC-l	<p>Wetlands Enhancement. Improve wetland areas in accordance with state and federal regulations to enhance the natural characteristics of the wetlands.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review.</p>	Ongoing	CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
PC-m	<p>Median Strip Planting. Continue to maintain median strip planting along major roadways and bridges in Metro Center, residential neighborhoods, and industrial areas in accordance with the Median Development Master Plan.</p> <p>Responsibility: Parks and Recreation Department.</p> <p>Timeframe: Current and Ongoing.</p>	Ongoing	PARKS
PC-n	<p>Architectural Review. Review all new development or improvement proposals through the City of Foster City's architectural review process for: (1) Impacts on access to sunlight on public areas; (2) provision of street furniture and attractive landscaping in public open spaces; and (3) impacts on waterfront views.</p> <p>Responsibility: Community Development Department, Parks and Recreation Department, Planning Commission and City Council.</p> <p>Timeline: During Plan Review.</p>	Ongoing	CDD
PC-o	<p>Youth and Teen Activities. Continue to evaluate classes, services and programs for youth and teens and make changes when necessary to meet the changing recreational needs of these age groups.</p> <p>Responsibility: Parks and Recreation Department</p> <p>Timeframe: Current and Ongoing.</p>	In 2023, seasonal camp field trips have been brought back after three summers without trips due to the COVID-19 pandemic. Wednesday enrichment has been expanded to all four Foster City elementary schools and Vibe amenities have been upgraded.	PARKS
PC-p	<p>Youth Advisory Committee. Use the Youth Advisory Committee to promote meaningful involvement of the City of Foster City's youth in evaluating park and recreation facilities and services.</p> <p>Responsibility: City Council, Parks and Recreation Department</p> <p>Timeframe: Current and Ongoing</p>	The Committee's 2023 goals were to encourage waste consciousness by creating a challenge and hosting an event at the library. The Committee also hosted a fundraiser with all donations going to a food bank.	PARKS
PC-r	<p>Parks and Recreation Committee. Use the Parks and Recreation Committee to advise the City of Foster City and the Parks and</p>	Ongoing	PARKS

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>Recreation Department on proposed park projects and recreational programs.</p> <p>Responsibility: Parks and Recreation Department</p> <p>Timeframe: Current and Ongoing.</p>		
PC-s	<p>Shoreline Band. Work with the Bay Conservation Development Commission and the Association of Bay Area Governments to protect and enhance the 100-foot shoreline band for conservation and recreation.</p> <p>Responsibility: Community Development Department and the Parks and Recreation Department.</p> <p>Timeline: Current and Ongoing.</p>	BCDC requirements have been conducted as part of the development of the plans for the Levee Improvement project.	CDD PARKS
PC-t	<p>Court Resurfacing. Resurface and paint tennis and basketball courts every five years or as necessary in conjunction with the CIP Five Year plan.</p> <p>Responsibility: Parks and Recreation Department</p> <p>Timeline: Current and Ongoing.</p>	Ongoing	PARKS
PC-v	<p>Bay Trail. Work with the Bay Conservation Development Commission and all other applicable agencies to develop a Bay Trail System.</p> <p>Responsibility: Community Development Department and the Parks and Recreation Department</p> <p>Timeframe: Current and Ongoing.</p>	Ongoing	PARKS- CDD
PC-x	<p>Cultural Arts. Seek to provide a wide variety of cultural arts in the City of Foster City through classes, concerts, and special events.</p> <p>Responsibility: Parks and Recreation Department</p>	<p>Ongoing</p> <p>The City continues to offer enriching classes and supports cultural events through the Interdepartmental Evaluation Committee (IDEC) process.</p>	PARKS

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	Timeframe: Current and Ongoing.		
PC-y	<p>Special Events. Work with organizations to hold a wide variety of special events in the City of Foster City including the Art and Wine Festival, Fourth of July Celebration, Concert in the Park Series and other special events.</p> <p>Responsibility: Parks and Recreation Department and City Council.</p> <p>Timeframe: Current and Ongoing.</p>	<p>Ongoing</p> <p>City staff continue to work with partnering organizations to support City sponsored and non-City sponsored programming through the City's interdepartmental Evaluation Committee (IDEC) process.</p>	PARKS
PC-z	<p>Recreation Programs and Services Outreach. Provide information on the available classes and programs offered through the City of Foster City by using <i>The Guide</i>, handouts at City Hall and the Recreation Center and by posting information on the City of Foster City's web page.</p> <p>Responsibility: Parks and Recreation Department</p> <p>Timeframe: Current and Ongoing.</p>	Ongoing	PARKS
PC-qq	<p>Lagoons and Waterways: Recreational Opportunities. Promote the use of the lagoon for recreational purposes by allowing special events to occur on the lagoon, maintaining public beaches and boat ramps for access to the lagoon and maintaining the lagoon for use by boaters and windsurfers.</p> <p>Responsibility: Parks and Recreation Department</p> <p>Timeframe: Current and Ongoing.</p>	Ongoing. The City continues to prioritize lagoon safety messaging through a targeted "Be Aware and Share" public education campaign to promote awareness of all recreational lagoon users – swimmers and boaters.	PARKS
PC-bb	<p>Shared Use Facilities. Continue to work with the San Mateo-Foster City School District to share facilities with the school district and provide activities and programs at schools within the City of Foster City.</p> <p>Responsibility: Parks and Recreation Department</p> <p>Timeframe: Current and Ongoing</p>	The Joint Use Agreement (JUA) between SMFC School District and City of Foster City was executed on May 1, 2023. Staff worked with the district on providing space on City's sports fields for Bowditch Middle School's afterschool sports teams during construction of the Recreation	PARKS

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		Center. The district also agreed to host a middle school cross country meeting along the Bay Trail. Foster City Parks and Recreation Department was the recipient of the School District's City Partnership Award. Quarterly check-ins between city staff and school district staff will be provided to ensure communication lines are open.	
PC-cc	<p>Maintenance of Lagoon Pathways. Develop a program to identify which parties are responsible for maintenance of the areas adjacent to the lagoon.</p> <p>Responsibility: Public Works/Engineering Department; Parks and Recreation Department, and the Community Development Department</p> <p>Timing: Long-term</p>	Ongoing	PARKS PW CDD
CHAPTER 6: NOISE ELEMENT – ADOPTED MAY 1993			
N-a	<p>Noise Ordinance and Vehicular Noise Abatement Publicity and Staff Training. Provide publicity regarding the Noise Ordinance and train Police, Public Works and Community Development Department personnel as needed in the use of noise measurement equipment to enforce the Noise Ordinance and vehicular noise standards, and to monitor noise levels throughout the City.</p> <p>Responsibility: Police Department, Community Development Department and Public Works Department.</p> <p>Timeline: Ongoing</p>	Ongoing	POLICE

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
N-c	<p>Purchase of City Vehicles and Equipment. The City will consider noise criteria in the purchase of new vehicles, their components and other equipment.</p> <p>Responsibility: City Manager's Department.</p> <p>Timeline: Ongoing</p>	Ongoing	CM PARKS
N-d	<p>Regulation of Special Events. The City will evaluate and improve control mechanisms to minimize the noise impacts of special events, including:</p> <ul style="list-style-type: none"> a. Planning for overflow potential (parking, crowds). b. Establishment of citation mechanism. c. Establishment of a formal review of past performance. d. Informing neighborhood residents about events. <p>Responsibility: Community Development Department, Police and Public Works Departments.</p> <p>Timeline: 1993 and ongoing.</p>	<p>Ongoing. Special events are vetted through IDEC to ensure minimal community disruption and sufficient notification is provided to the community.</p> <p>The City's Security Policy and ordinance was updated by the Police Department.</p>	CDD POLICE
N-e	<p>Coordination of Complaint Information and Enforcement. The City will establish improved coordination of complaint information between the Planning, Police and Public Works Departments and will continue code enforcement programs.</p> <p>Responsibility: Community Development Department, Police Department and Public Works Department.</p> <p>Timeline: Ongoing</p>	<p>The City initiated the Foster City Access "See-Click-Fix" program in 2016 to more efficiently handle complaints and enforcement. Code enforcement of property maintenance standards is an ongoing responsibility of the Community Development Department.</p> <p>In 2023, See-Click-Fix handled 1,477 total cases from all departments.</p> <p>P.D. continues to respond to See-Click-Fix reports of graffiti, parking complaints, and traffic-related complaints. Complaints received via email are vetted</p>	CDD POLICE

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		and routed to the appropriate point of contact.	
N-f	<p>Recology Contract. The City will review the hours of refuse collection operation for Recology and will establish and enforce performance standards as appropriate.</p> <p>Responsibility: City Manager's Department and City Council</p> <p>Timeline: Annually</p>	In 2017, the City Council approved an Amended and Restated Franchise Agreement with Recology from January 1, 2021 to December 31, 2035, which continues existing regulation of collection hours. Staff continue to work with reporting parties to ensure that collection is maintained within allowable hours.	PW
N-g	<p>Airport Noise Mitigation. The City will work with the relevant agencies to minimize adverse noise impacts associated with expansion and ongoing operations at the San Francisco International Airport.</p> <p>Responsibility: City Council</p> <p>Timeline: Ongoing.</p>	<p>State law requires that once an airport land use commission has adopted or amended an ALUCP, local agencies amend their general plans and any applicable specific plans, as necessary, in order to be consistent with the ALUCP. Thus, staff included language regarding ALUCP in the Safety Element which was adopted on August 21, 2023.</p> <p>ALUCP identifies portions of Foster City within Airport Influence Areas A and B. As described in the ALUCP, for Area A, a real estate disclosure is required. For areas of the city within Area B the Airport Land Use Commission (the C/CAG Board) would exercise its statutory duties to review proposed land use policy actions, including land development proposals. The real estate disclosure requirements would also be required.</p> <p>All new residential development projects, other than additions and accessory dwelling units (ADUs), within the</p>	CM

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		Overflight Notification Zone 2 shall incorporate a recorded overflight notification requirement as a condition of approval to provide a permanent form of overflight notification to all future property owners.	
CHAPTER 7: SAFETY ELEMENT – ADOPTED AUGUST 2023			
S-1.1	<p>Ensure effective emergency response through established procedures, ongoing training programs, periodic exercises of the City's Emergency Operations Plan, and mutual aid agreements.</p> <p>a. Maintain the City's Emergency Operations Plan, indicating responsibilities and procedures for responding to an emergency.</p> <p>b. Participate in general mutual-aid agreements and agreements with adjoining jurisdictions for cooperative response to fires, floods, earthquakes, and other disasters.</p>	A Potable Water System Risk and Resilience Assessment and updated Emergency Response Plan were certified to the Environmental Protection Agency (EPA) in Juen and December 2021. A Tabletop Exercise of the Emergency Response Plan was conducted in October 2023 and an “After Action” report was developed to guide future activities.	FIRE CDD
S-1.2	<p>Plan for and provide facilities and materials anticipated to be needed to respond to emergencies.</p> <p>Maintain the local government's emergency operations center in a full functional state of readiness.</p> <p>As an infrastructure operator, designate a backup Emergency Operations Center with redundant communications systems.</p> <p>Pre-position emergency power generation capacity (or have generation rental/lease agreement for these generators) in critical buildings to maintain continuity of government and services.</p> <p>Ensure that critical intersection lights function following a loss of power by installing and maintaining battery back-ups and emergency generators.</p>	<p>Generators and pumps are inspected and maintained year-round and funding is set aside in the Equipment Replacement Fund for proactive replacement to ensure that equipment is always ready to be deployed.</p> <p>In 2023, standard operating procedures for winter storm preparation were reviewed and refined to ensure that the City's infrastructure is prepared for the Winter Storm season.</p>	FIRE POLICE PW

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>Develop a plan for speeding the repair and functional restoration of water and wastewater systems through stockpiling of shoring materials, temporary pumps, surface pipelines, portable hydrants, and other supplies.</p> <p>Provide emergency power at critical City facilities such as major sewer lift stations and lagoon pumps.</p>		
S-1.3	<p>Provide police services necessary to maintain community order and public safety.</p> <p>Provide adequate personnel, training, and equipment to support the provision of police services.</p> <p>Review proposals for new and modified buildings for compliance with crime prevention requirements.</p>	Ongoing	POLICE
S-1.4	<p>Prepare a recovery framework (prior to a disaster event) to help guide actions and priorities during and after a disaster event occurs.</p> <p>Prepare a recovery framework (prior to a disaster event) to help guide actions and priorities during and after a disaster event occurs.</p> <p>Consider and adopt regulations to guide response and recovery of City operations following a disaster event.</p>	A Potable Water System Risk and Resilience Assessment and updated Emergency Response Plan were certified to the Environmental Protection Agency (EPA) in June and December 2021. A Tabletop Exercise of the Emergency Response Plan was conducted in October 2023 and an “After Action” report was developed to guide future activities.	<p>FIRE</p> <p>POLICE</p> <p>CM</p>
S-1.5	<p>Anticipate the potential for disasters and ensure the ability to respond promptly, efficiently, and effectively, to provide continuity of services during and after an emergency.</p>	Ongoing	ALL
S-1.6	<p>Minimize risks of potential hazards in the vicinity of SFO and San Carlos Airports.</p>	State law requires that once an airport land use commission has adopted or amended an ALUCP, local agencies amend their general plans and any applicable specific plans, as necessary, in order to be consistent with the	CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>Comply with the project referral, airspace protection, real estate transaction disclosure and overflight notification policies of the SFO and San Carlos ALUCPs</p>	<p>ALUCP. Thus, staff included language regarding ALUCP in the Safety Element which was adopted on August 21, 2023.</p> <p>ALUCP identifies portions of Foster City within Airport Influence Areas A and B. As described in the ALUCP, for Area A, a real estate disclosure is required. For areas of the city within Area B the Airport Land Use Commission (the C/CAG Board) would exercise its statutory duties to review proposed land use policy actions, including land development proposals. The real estate disclosure requirements would also be required.</p> <p>All new residential development projects, other than additions and accessory dwelling units (ADUs), within the Overflight Notification Zone 2 shall incorporate a recorded overflight notification requirement as a condition of approval to provide a permanent form of overflight notification to all future property owners.</p>	
S-1.7	<p>Offer information and programs regarding emergency preparedness.</p> <p>Continue to provide emergency preparedness classes and Community Emergency Response Team (CERT) training.</p> <p>Continue educating the public about emergency preparedness, including schools, businesses, and community groups.</p>	Ongoing	FIRE

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
S-1.8	<p>Offer information and programs regarding seismic and geologic hazards, potential effects on buildings, and ways to mitigate these risks.</p> <p>Include seismic safety education in City public education programs.</p> <p>Assess non-structural seismic hazards as part of annual inspections of businesses.</p> <p>Work with homeowners' associations to educate the need for earthquake-resistant connections when pipes enter and exit bridges and encourage the retrofit of these facilities.</p> <p>Maintain a geotechnical report library at City Hall.</p>	In 2023, SMC Fire began to conduct annual vegetation/landscape inspection of single-family homes.	CDD FIRE
S-1.9	<p>Educate the Public about Fire Hazards.</p> <p>Provide fire education/prevention programs to the public, including schools, businesses, and community groups, through publications, training classes, and other means.</p>	Ongoing	FIRE
S-1.10	<p>Educate the Public about Crime Prevention</p> <p>Provide crime prevention programs to educate and involve the community, including but not limited to Security Surveys, Community Education, Social Media Outreach, and through the FC Civics Academy and FCPD Community Academy.</p>	Ongoing	POLICE
S-1.11	<p>All new residential development projects other than additions and accessory dwelling units (ADUs) within Overflight Notification Zone 2 for the San Carlos Airport shall incorporate a recorded overflight notification requirement as a condition of approval pursuant to the San Carlos Comprehensive Airport Land Use Compatibility Plan for Environs of San Carlos Airport (San Carlos Airport Final ALUCP).</p>	State law requires that once an airport land use commission has adopted or amended an ALUCP, local agencies amend their general plans and any applicable specific plans, as necessary, in order to be consistent with the ALUCP. Thus, staff included language regarding ALUCP in the Safety Element which was adopted on August 21, 2023.	CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		<p>ALUCP identifies portions of Foster City within Airport Influence Areas A and B. As described in the ALUCP, for Area A, a real estate disclosure is required. For areas of the city within Area B the Airport Land Use Commission (the C/CAG Board) would exercise its statutory duties to review proposed land use policy actions, including land development proposals. The real estate disclosure requirements would also be required.</p> <p>All new residential development projects, other than additions and accessory dwelling units (ADUs), within the Overflight Notification Zone 2 shall incorporate a recorded overflight notification requirement as a condition of approval to provide a permanent form of overflight notification to all future property owners.</p>	
S-1.12	<p>Ensure adequate evacuation capacity and infrastructure is available for existing and new development.</p> <p>Develop an Evacuation Master Plan that identifies routes, potential hazard incidents, and criteria regarding capacity, safety, and viability.</p>	<p>Ongoing initiative with the Police Department through the Genasys/Zonehaven software. Zonehaven is a planning app that allows for the zoning of an area to create evacuation routes. The app allows for the identification of strategically important facilities and locations that will facilitate an evacuation is needed. The plans have been created, locations identified, and routes plotted and are available to the Police Department and</p>	<p>PW FIRE</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		Fire Department. Plans are revisited periodically.	
S-1.13	<p>In areas with inadequate access or without at least two evacuation routes, provide adequate mitigation actions to address the deficiencies required by the Fire Code and State law.</p> <p>Identify existing and planned residential developments in hazard areas that do not have at least two emergency evacuation routes.</p>	<p>Ongoing initiative with the Police Department through the Genasys/Zonehaven software. Zonehaven is a planning app that allows for the zoning of an area to create evacuation routes. The app allows for the identification of strategically important facilities and locations that will facilitate an evacuation is needed. The plans have been created, locations identified, and routes plotted and are available to the Police Department and Fire Department. Plans are revisited periodically.</p>	<p>PW FIRE</p>
S-1.14	<p>Identify and map evacuation routes (primary and secondary), evacuation zones, and key constraints for use by emergency management staff and first responders.</p>	<p>Ongoing initiative with the Police Department through the Genasys/Zonehaven software. Zonehaven is a planning app that allows for the zoning of an area to create evacuation routes. The app allows for the identification of strategically important facilities and locations that will facilitate an evacuation is needed. The plans have been created, locations identified, and routes plotted and are available to the Police Department and Fire Department. Plans are revisited periodically.</p>	<p>FIRE POLICE</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
S-1.15	Coordinate with Caltrans and the County of San Mateo regarding transportation-related projects that can address potential roadway network issues and constraints.	Ongoing. Staff discussions occur monthly through C/CAG meetings.	PW CM
S-1.16	Prioritize roadway and storm drain infrastructure retrofitting and enhancement projects along primary evacuation routes.	Ongoing	PW
S-1.17	Ensure all new development and redevelopment provides adequate ingress/egress for emergency access and evacuation.	Ongoing. Achieved through plan check review process.	CDD FIRE
S-1.18	Ensure all new developments and redevelopments include multiple points of ingress/egress.	Ongoing. Achieved through plan check review process.	CDD FIRE
S-1.19	Identify and construct additional evacuation routes in areas of high hazard concern or limited mobility.	Ongoing initiative with the Police Department through the Genasys/Zonehaven software. Zonehaven is a planning app that allows for the zoning of an area to create evacuation routes. The app allows for the identification of strategically important facilities and locations that will facilitate an evacuation is needed. The plans have been created, locations identified, and routes plotted and are available to the Police Department and Fire Department. Plans are revisited periodically.	FIRE CDD
S-1.20	Monitor changes to hazard conditions and vulnerabilities to ensure the accessibility or viability of evacuation routes in the future.	Ongoing initiative with the Police Department through the Genasys/Zonehaven software. Zonehaven is a planning app that allows for the zoning of an area to create	FIRE POLICE

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
		evacuation routes. The app allows for the identification of strategically important facilities and locations that will facilitate an evacuation is needed. The plans have been created, locations identified, and routes plotted and are available to the Police Department and Fire Department. Plans are revisited periodically.	
S-1.22	Develop an education and outreach program on the potential evacuation scenarios and activities that residents and businesses can do to better prepare for these events.	SMC Fire in conjunction with San Mateo County Department of Emergency Management is developing such a project.	FIRE
CHAPTER 8: CONSERVATION ELEMENT – ADOPTED MAY 2003 and UPDATED SEPTEMBER 2019			
C-a	<p>Water Saving Landscaping and Irrigation. Promote the use of low-water-use landscaping and irrigation devices in parks, and during review of new projects and modifications to existing developments.</p> <p>Responsibility: Community Development Department, Parks and Recreation Department.</p> <p>Timeline: Current and ongoing.</p>	<p>Ongoing</p> <ul style="list-style-type: none"> • Green infrastructure plan has been developed to guide construction of green infrastructure as part of new development • Outdoor water use ordinance in place • Conservation-based water rates • Water conservation rebates • Free water use audits • Outdoor Water Use checklists for new development • City website • AMI system to generate water consumption reports 	<p>PW</p> <p>CDD</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
C-b	<p>Property Owner Water Saving Techniques. Encourage all property owners to implement the following conservation techniques: utilize drought tolerant plant materials, limit turf areas to 25% of landscaping, limit hours of the day for watering, retrofit with water-conserving fixtures, retrofit existing bathrooms and install new bathrooms with ultra low-flow toilets and water-conserving shower heads, and incorporate Green Infrastructure measures and design features in all applicable projects (including modifications to existing facilities) and processes whenever possible.</p> <p>Responsibility: Community Development Department, Public Works Department.</p> <p>Timeline: During Plan Review/prepare brochure following adoption of this Element</p>	<p>Ongoing</p> <ul style="list-style-type: none"> • Review of landscape plans • Conservation-based water rates • Indoor Water Use checklist • Outdoor Water Use checklist • Rebates for replacement of turf and purchase of low water use appliances • City website 	<p>PW</p> <p>CDD</p>
C-c	<p>Water Emergencies. Declare a state of water emergency when mandatory water conservation and/or water rationing is necessary and prepare newsletter articles and brochures to educate customers about water conservation.</p> <p>Responsibility: District Board, City Manager's Department, Public Works Department.</p> <p>Timeline: As needed.</p>	<p>The District Board declared a water shortage emergency condition in June 2022, and rescinded the declaration in July 2023 in response to respective declaration by the California State Water Resources Control Board.</p> <p>EMID is continuing participation in the Bay Area Water Supply & Conservation Agency's negotiation for a drought implementation plan to allocate water among San Francisco Public Utilities Commission's wholesale water customers (also called a Tier 2 plan).</p>	<p>PW</p>
C-d	<p>Water Conservation Plan. Update the City's Water Conservation Plan. This plan describes the water system, and water supply and demand within the District service area.</p> <p>Responsibility: Public Works Department.</p>	<p>The Urban Water Management Plan was revised and adopted in July 2021 with plans for an update in FY24-25.</p> <p>The Draft 2023 Foster City Climate Action Plan Update includes the target to</p>	<p>PW</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	Timeline: 1993.	Reduce water consumption by 5% by 2030 and 15% by 2045.	
C-e	<p>Water Quality. Continue existing programs to conserve and protect water quality in accordance with accepted standards and applicable law, permits, policy, and plans (including the Green Infrastructure Plan to be adopted in 2019) including the Municipal Regional Stormwater Permit (MRP) and associated regulations, as may be amended or succeeded. Foster incorporation of Green Infrastructure and Green Streets design and measures whenever possible to maintain and improve water quality.</p> <p>Responsibility: Public Works Department.</p> <p>Timeline: Current and ongoing.</p>	Ongoing	PW
C-f	<p>Lagoon Water Quality. Continue to implement the Lagoon Management Plan in order to conserve and protect lagoon water quality by exchanging water with the Bay, with additional water quality testing sites and monitoring bacteria levels throughout the lagoon system.</p> <p>Responsibility: Public Works Department.</p> <p>Timeline: Current and ongoing.</p>	Ongoing	PW
C-g	<p>Lagoon Views and Recreational Opportunities. Conserve and protect the Foster City Lagoon System by maintaining accessibility for views and recreational opportunities.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review</p>	Ongoing	CDD
C-h	<p>Public Information. Conserve and protect the Foster City Lagoon System by educating the public about problems caused by disposal of toxic wastes into the storm water system and the problems which result from feeding waterfowl.</p>	<p>Ongoing</p> <p>Included in the Draft 2023 Foster City Climate Action Plan Update are Climate Resiliency and Leadership Goals. These goals are to educate and support the whole community to live sustainably and</p>	<p>PW</p> <p>CDD</p>

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>Responsibility: Public Works Department, Community Development Department.</p> <p>Timeline: Prepare brochure following adoption of this Element</p>	to prepare for and adapt to a rising sea level and climate change.	
C-i	<p>Water Quality Discharge. Conserve and protect the quality of the water that is discharged into the San Francisco Bay through implementation of the Lagoon Management Plan. Ensure compliance with all requirements of the Municipal Regional Stormwater Permit (MRP) and associated regulations, as may be amended or succeeded. Integrate Green Infrastructure features wherever practicable, consistent with the Green Infrastructure Plan to be adopted in 2019, for treatment of stormwater prior to entry to San Francisco Bay.</p> <p>Responsibility: Public Works Department.</p> <p>Timeline: Current and ongoing</p>	Ongoing	PW
C-j	<p>Air Quality Impacts. Review proposed projects for their potential to affect air quality conditions.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review</p>	Ongoing for each development project.	CDD
C-k	<p>Air Pollution Sensitive Land Uses. To the extent feasible, separate air pollution sensitive land uses from sources of air pollution.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review</p>	Ongoing for each development project.	CDD
C-l	<p>TSM Ordinance Enforcement. Enforce the City's Transportation Systems Management (TSM) Ordinance for existing and proposed businesses with more than 25 employees to promote use of SamTrans, vanpools, carpools and flextime working hours for employees.</p> <p>Responsibility: Community Development Department.</p>	Ongoing. Included in Climate Action Plan. Various developments are required to submit annual TDM progress reports per their previously approved development permits.	CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	Timeline: Current and ongoing		
C-m	<p>Reduction in Automobile Trips. Encourage Foster City residents and employees to consolidate and/or eliminate motor vehicle trips as often as possible.</p> <p>Responsibility: Community Development Agency, Planning Division.</p> <p>Timeline: Prepare brochure following adoption of this Element</p>	<p>City continues to promote regional events such as Great Race for Clean Air and Bike to Work Day as well as promoting Commute.org.</p> <p>New projects are reviewed for progress in meeting the goals of Transportation Demand Management (TDM) programs currently in place; new development project applications (such as a proposed new hotel), are reviewed for their capacity to incorporate new TDM programs.</p> <p>The Draft 2023 Foster City Climate Action Plan Update includes measures and actions to reduce vehicle miles travelled commuting to work by encouraging alternate means of transportation beyond Single-Occupancy Vehicles.</p>	CDD
C-n	<p>Coordination with Other Agencies in Air Quality Improvements. Coordinate review of large projects with local, regional and state agencies to improve air quality.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review</p>	<p>Ongoing.</p> <p>Actions taken to reduced auto-oriented design, such as providing flexibility in parking requirements in the Planned Development combining district, in addition to encouraged of preparation of TDM programs, which both encourage use of alternatives to transportation by private vehicle and therefore reduce environmental impacts related to air pollution.</p>	CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
C-o	<p>Title 24. Construct new buildings and additions to energy efficiency standards according to Title 24 of the California State Model Code.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review</p>	<p>Ongoing implementation of the energy conservation requirements in conformance with the California Energy Code and CALGreen continued.</p> <p>Included in Climate Action Plan.</p>	CDD
C-p	<p>Solar Heating and Cooling. Encourage installation of solar panels for heating and cooling with solar energy.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review</p>	<p>Ongoing. The City offers “Express Plan Checks” for Solar and EV Charging station permits. In 2023, 148 solar permits and 30 EV charging stations permits were issued.</p> <p>The 2023 Draft Foster City CAP Update includes the goal to decarbonize existing and commercial buildings with a target to increase residential and commercial solar installations. Additionally, the CAP Update includes a target to continue providing carbon-free electricity options to the community and maintain Peninsula Clean Energy opt-out rates of less than 3%.</p> <p>City joined Peninsula Clean Energy to provide opportunity for all energy customers to purchase power from renewable sources and enrolled all City facilities in the ECO-100 100% renewable and carbon-free energy option.</p>	CDD
C-q	<p>Solar Heating for Pools. Encourage property owners to heat all new and existing spas and swimming pools with solar energy.</p> <p>Responsibility: Community Development Department.</p>	Ongoing	CDD

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	Timeline: During Plan Review		
C-r	<p>Energy Information and Outreach. Continue to expand and monitor information about energy conservation and establish a public outreach program to inform Foster City residents and businesses about the availability and importance of the information.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: Prepare brochure following adoption of this Element</p>	<p>The City continued to participate in Energy Upgrade California, publicizing the availability of rebates and public information meetings about the program through its Social Media accounts.</p> <p>The City continues to authorize several PACE financing options for residential and non-residential buildings.</p> <p>The 2023 Draft Foster City CAP Update includes goals and measures related to community outreach and energy conservation.</p> <p>City partners with Peninsula Clean Energy (PCE) to encourage residents to “opt-up” to PCE’s ECO-100, their 100% renewable energy product.</p> <p>The City annually participates in the SunShares program to educate the public on rooftop solar and zero-emission vehicle discounts.</p> <p>The City has offered a Solar Rebate Program for single-family residences since 2016.</p>	CDD CM
C-s	<p>Citywide Recycling Program. Continue the citywide residential recycling program for single stream recycling of glass, aluminum and newspaper and establish a citywide commercial recycling program for white paper and cardboard.</p>	<p>Ongoing programs.</p> <p>Included in the Draft 2023 Foster City CAP Update is the goal to increase the diversion of materials from landfills and</p>	PW

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>Responsibility: City Manager's Department, Community Development Department.</p> <p>Timeline: Current and ongoing</p>	the target to significantly reduce organic waste to landfills.	
C-u	<p>Recycling Information. Inform all Foster City residents and businesses about recycling opportunities.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: Current and ongoing</p>	<p>Ongoing programs.</p> <p>Annually, green events are promoted and widely used by the community. In 2023, two document destruction (shred), one e-waste collection, six compost give-aways, and the annual coats for kids events were held. The City continued to provide recycling education through its website, direct mail, social media and contacts from its franchised hauler, JPA administrator and contract staff.</p> <p>Community outreach is a central component to encouraging residents and businesses. These efforts are included in the Draft 2023 Foster City CAP Update.</p>	PW
C-v	<p>Recycling Bins Incentives. Waive fees and simplify the review process for trash enclosures around recycling bins.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: Current and ongoing.</p>	Ongoing programs.	PW
C-w	<p>City Procurement. Prepare a City-wide procurement policy for the purchase of recycled products.</p> <p>Responsibility: City Manager's Department.</p>	Ongoing programs. Included in Climate Action Plan.	CM

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	Timeline: December 1993.		
C-x	<p>Public Viewing Areas. Expand public opportunities to learn about wetland areas and endangered species by creating public viewing areas with exhibits.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: Within three years following Element Adoption</p>	Ongoing	CDD
C-y	<p>Wetland Habitat. Protect wetland habitat from human disturbance by posting signs prohibiting trespassing on vegetation typical of wetland areas.</p> <p>Responsibility: Community Development Department, Parks and Recreation Department.</p> <p>Timeline: Within one year following Element Adoption.</p>	Ongoing	CDD
C-z	<p>57 Acre Wildlife Refuge. Prohibit development within 57 acre wildlife refuge.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review.</p>	Ongoing	CDD
C-aa	<p>Projects in the Vicinity of Shoreline Band. Strictly control development proposals in the vicinity of the shoreline band.</p> <p>Responsibility: Community Development Department.</p> <p>Timeline: During Plan Review.</p>	Ongoing	CDD
C-bb	<p>National Pollution Discharge Elimination System (NPDES) Stormwater Management Plan. Continue working with the county-wide task force to develop and implement a stormwater management plan to satisfy NPDES requirements. Review all new development and redevelopment, significant building and/or site modifications, and any projects which require right-of-way improvement or dedication for</p>	<p>Ongoing</p> <p>The City has adopted a Green Infrastructure Program and has amended its General Plan to include goals, policies, and objectives which</p>	PW

PROGRAM	PROGRAM DESCRIPTION	STATUS/PROGRESS IN 2023	DEPT
	<p>opportunity of incorporation of Green Infrastructure (Including Green Streets) design, features, and measures. Green Infrastructure and Green Streets design shall be incorporated to the maximum extent practicable in conformance with the City's Green Infrastructure Plan to be adopted in 2019 and for consistency and compliance with the Municipal Regional Stormwater Permit (MRP) and as directed by the State Water Resources Board; the Regional Water Quality Control Board, San Francisco Bay Region; the San Mateo Countywide Water Pollution Prevention Program; the Flood and Sea Level Rise Resiliency Agency, once formed; and standards of any relevant policymaking organization.</p> <p>Responsibility: Public Works Department.</p> <p>Timeline: Current and ongoing.</p>	encourage use of environmentally-friendly methods for treatment of stormwater; Green Infrastructure Plan provides conformance with requirements of the Municipal Regional Stormwater Permit through NPDES.	

Additional Content:

Other related efforts and actions completed in 2023 that illustrate planning and development activity within the City are listed below:

- **Interagency or Intergovernmental Coordination**
 - RICAPS - Foster City has participated in this San Mateo County Intergovernmental Coordination group for environmental sustainability.
 - BAWSCA – Foster City has participated in this Intergovernmental group on water sustainability planning.
 - 21 Elements – Foster City participated in this Intergovernmental group in San Mateo County to collaborate on the Housing Element and housing issues.
 - ALUC – Foster City coordinated the Safety Element policies to provide required overflight notification.
 - SamTrans - In 2023/2024 Staff participated in SamTrans Bus Stop Improvement Plan (BSIP) Public Agency Working Group meetings and reviewed Draft Bus Stop Design Guidelines.
- **Implementation of Mitigation Measures from the General Plan EIR:**
 - Created a draft of the Climate Action Plan
 - Adopted an updated Safety Element (Mitigation Measure #3.7-7)
- **Equity Planning Considerations:** The City included geographic targeting for improving housing choices in several Housing Element 2023-2031 programs.

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

[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	-	-	-	-	-	-	-	-	-	-	-	-	
	Non-Deed Restricted		-	1	-	-	-	-	-	-	-	-	-	519	
Low	Deed Restricted	299	-	-	-	-	-	-	-	-	-	-	-	-	
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	299	
Moderate	Deed Restricted	300	-	-	-	-	-	-	-	-	-	-	-	-	
	Non-Deed Restricted		1	1	-	-	-	-	-	-	-	-	-	298	
Above Moderate		777	1	2	-	-	-	-	-	-	-	-	-	-	
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.

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.

H-A-1-b No Net Loss/Development Pipeline Monitoring	<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:</p> <ol style="list-style-type: none"> 1) Unit count and income/affordability assumed on parcels included in the sites inventory as proposed projects, vacant, and underutilized sites. 2) Actual units constructed and income/affordability when parcels are developed. 3) Net change in capacity and income/affordability and a summary of remaining capacity and income/affordability in meeting the City's remaining RHNA. 4) Within one year of report on the "no net loss", if necessary, make adjustments (e.g., incentives, rezonings, etc.) or identify additional sites. 5) In 2027 conduct a mid-term evaluation of the effectiveness of strategies in 	<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>
H-A-1-c Future Housing Element Update	<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>
H-A-1-d Evaluate General Plan Amendments for Consistency with Housing Element	<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>

H-A-2-a Community Outreach	<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: https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements and https://www.fostercity.org/commdev/page/housing-resources-o. 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>
H-A-3-a Technical Assistance to Non-Profits	<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: https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements. Trainings are ongoing in 2024 and include group sessions and individual sessions with property managers.</p>
H-A-4-a Adequate Water Supply	<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: https://www.fostercity.org/commdev/page/water-neutrality-guidebook. EMID has Water Conservation ordinances and offers water conservation rebates to all water customers (residential and commercial) and actively promotes rebates.</p>

H-A-4-b Housing Element Transmittal to EMID	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.
H-A-4-c Update Urban Water Management Plan	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.
H-A-4-d Water Conservation	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: https://www.fostercity.org/publicworks/page/water-conservation-rebate-programs
H-A-5-a Commercial Linkage Fee	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.
H-A-5-b Local, State and Federal Funding for Affordable Housing	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.
H-A-5-c Expand Sources of Funds for City Affordable Housing Fund	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.

H-A-5-d Budgeting for Housing Program	<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.
H-A-6-a Local Labor Program List	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: https://www.fostercity.org/commdev/page/planning-resources
H-B-1-a Continue Code Enforcement	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.
H-B-2-a Lower-Income Homeowner Rehabilitation Loans	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.

H-B-2-b Facilitate Non-Profit Rehabilitation/Maintenance Assistance	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.
H-B-3-a Encourage Energy Conservation	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: https://www.fostercity.org/publicworks/page/solar-rebate-program
H-B-3-b Expedited Energy Conservation Permits	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.
H-B-3-c Increase Awareness Regarding Energy Conservation	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: https://sustainable.fostercity.org/environmental-sustainability/resources-2/
H-B-3-d Climate Action plan	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.
H-B-4-a Update Architectural and Solar Guidelines for Single Family Homes	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.

H-B-5-a Air Quality Impacts	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).
H-B-5-b Geotechnical Studies	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).
H-B-5-c Seismic Hazards	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.
H-B-5-d Environmental Site Assessment	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).
H-B-5-e NPDES Requirements	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.
H-B-5-f Noise Studies	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.

H-B-5-g Traffic Impacts	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.
H-B-5-h Water Supply Assessment	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.
H-C-1-a Condominium Conversion Regulation	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.
H-C-1-b Amend Percentage of BMR Units in Conversions	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.
H-C-2-a Monitor Affordable Housing Regulatory Agreements	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.

<p>H-C-2-b Continue to Monitor Expiration of Affordability Covenants</p>	<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: <input type="checkbox"/> Proactively reach out to owners to ascertain their intentions and discuss alternatives; <input type="checkbox"/> Work with owners and property managers to evaluate preservation options in exchange for extensions of affordability covenants; <input type="checkbox"/> 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.</p>	<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>
<p>H-C-2-c Replacement Unit Requirements</p>	<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>

H-C-3-a Anti-Displacement Plan for Redevelopment of Existing Multifamily Developments	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.
H-C-3-b Anti-Displacement Strategy	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.
H-C-3-c Facilitate Resolution of Rental Disputes	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: https://www.fostercity.org/commdev/page/housing-resources-o

H-C-3-d Facilitate Tenant Protection Act of 2019 (AB1482)	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: https://www.fostercity.org/commdev/page/landlordproperty-manager-resources , https://www.fostercity.org/sites/default/files/fileattachments/community_development/page/16212/fc_tenant_info_sheet.pdf . Information sessions will take place in 2024.
H-C-4-a Rental Housing Assistance Information	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: https://www.fostercity.org/commdev/page/fair-housing , https://www.fostercity.org/commdev/page/housing-resources-o , https://www.fostercity.org/commdev/page/affordable-housing-adults-disabilities , https://www.fostercity.org/commdev/page/other-housing-programs , https://www.fostercity.org/commdev/page/landlordproperty-manager-resources , https://www.fostercity.org/commdev/page/rental-below-market-rate-units , https://www.fostercity.org/commdev/page/frequently-asked-questions , https://www.fostercity.org/commdev/page/funding-resources-housing , https://www.fostercity.org/commdev/page/housing-legislation .
H-D-1-a Selection of Housing Opportunity Areas	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.

<p>H-D-1-b General Plan and Zoning Amendments to Facilitate Housing on Housing Opportunity Sites in the Sites Inventory</p>	<p>Concurrent with or prior to adoption of the Housing Element, adopt the following General Plan and zoning amendments: (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) Reaves from R-3 to R-4/PD. The City will amend the zoning for this centrally located site to facilitate</p>	<p>General Plan and Zoning in place prior to or upon Housing Element Adoption</p>	<p>Completed in 2023. Sites were rezoned by Ordinances 658, 664, and 665. Land Use Plan Designations were amended by Resolution 2023-49.</p>
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<p>H-D-2-a Potential Re-Use of Commercial Sites</p>	<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>
<p>H-D-3-a Update Planned Development Process</p>	<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>

H-D-4-a ADUs	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.
H-D-4-b ADU/JADU Financial Incentive Program	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.
H-D-4-c Preapproved ADU/JADU Designs and Expedited Review	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.
H-D-4-d Improved Public Information on ADUs	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: https://www.fostercity.org/commdev/page/accessory-dwelling-unit-adu
H-D-4-e Amnesty Program for Existing Unapproved ADUs	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.
H-D-4-f Objective Design Standards for ADUs	Develop and adopt objective design standards for ADUs.	Adopt Standards by December 2024	On track to implement program by December 2024.

H-D-4-g Multi-Family ADUs	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.
H-D-4-h ADU Monitoring	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.
H-D-5-a School Sites	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.
H-D-5-b Religious and Nonprofit-Owned Sites	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.
H-D-6-a Minimize Governmental Constraints	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.

H-D-6-b Minimize Zoning Constraints	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 660. Objective Design Standards included amendments to site developments standards and guest parking adopted in January 2024.
H-D-6-c Amend Parking Requirements	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%.
H-D-6-d Development Impact Fee Waivers	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
H-D-6-e Multi-Family Objective Design Standards	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.
H-D-6-f SB9 Objective Design Standards	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.

H-D-6-g Employee Housing Act	Implement Zoning regulations amended in January 2023 for consistency with the Employee Housing Act	Ongoing	Ongoing
H-E-1-a Existing Unit Purchase Program-Opportunities for Supportive Housing	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.
H-E-1-b New Units for City-Owned Affordable Housing Program	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.
H-E-1-c First-Time Homebuyer Program	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. https://www.fostercity.org/commdev/page/home-ownership-program
H-E-2-a Inclusionary 20% Requirement	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.
H-E-2-b Affordable Housing Overlay Inclusionary 15% Requirement Including Extremely Low-Income	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
H-E-3-a Density Bonus for Affordable Housing Projects Consistent with State Density Bonus Law	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.
H-E-3-b Financing and Subsidy Programs	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. https://www.fostercity.org/commdev/page/funding-resources-housing

H-E-3-c Cooperative Ventures	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.
H-E-4-a Maintain Existing Owner-Occupied BMR Units	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: https://www.fostercity.org/commdev/page/below-market-rate-housing-requirements
H-E-5-a New Agreements for Affordability of Existing Rental Units	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.
H-E-6-a Home Sharing Program	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. https://www.fostercity.org/commdev/page/other-housing-programs
H-E-7-a Housing Provisions in Development Agreements	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.
H-E-8-a BMR Eligibility Guidelines	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.

H-E-9-a Family-Friendly Housing	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.
H-E-9-b Small Housing Units	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.
H-F-1-a Facilities and Services for Special Needs	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.

H-F-1-b Assistance to Victims of Domestic Abuse	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.
H-F-1-c Adaptable/Accessible Units for the Disabled	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.
H-F-1-d Reasonable Accommodation	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.

H-F-1-e Home Sharing for Special Needs Population	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.
H-F-1-f Support Services for Special Needs Population	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.
H-F-1-g Extremely Low-Income Units for Special Needs	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.
H-F-1-h Age Friendly Initiative	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.
H-F-1-i Community Care Facilities	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.

H-F-1-j Public Investment in Accessibility	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.
H-F-2-a Emergency Housing Assistance	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
H-F-2-b Emergency Shelter Uses	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
H-F-2-c Multi-Jurisdictional Emergency Shelter	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.
H-F-2-d Emergency Shelter Zoning	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.

H-F-2-e Low Barrier Navigation Centers	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.
H-F-3-a Transitional and Supportive Housing Zoning	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.
H-F-3-b Supportive Housing	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.
H-G-1-a Non-Discrimination	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: https://www.fostercity.org/commdev/page/fair-housing . On track to hold informational session for tenants and landlords in 2024.
H-G-2-a Anti-Discrimination Regulations	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: https://www.fostercity.org/commdev/page/landlordproperty-manager-resources

H-G-2-b Fair Housing Training for Landlords and Tenants	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.
H-G-2-c Information Specific to Fair Housing	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.
H-G-2-d Multi-Lingual Tenant Resources	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.
H-G-2-e Rental Registry	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.
H-G-3-a Commuter Shuttles	Continue to work with Commute.org and local employers to facilitate commuter shuttles.	Continue to implement program	Ongoing
H-G-3-b Expand Bus Service	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 requirements 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.		https://www.fostercity.org/commdev/page/below-market-rate-bmr-housing-programs
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.
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[illegible]

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	1
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
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