

3.0 CYCLE 6 (2023-2031) HOUSING ELEMENT

Introduction

Access to secure and affordable housing continues to impact various population demographics in California. Households continue to spend a significant portion of their incomes on housing. Increased housing prices and limitations to affordable housing has created a growing inequality and limited advancement opportunities for many Californians. Increasing numbers of Californians experience homelessness due to the increase in housing costs. Locally, San Mateo County and the wider Bay Area, has increased high wage job growth, but housing construction has occurred at a fraction of the pace, creating a local housing shortage for low to moderate wage earners, and some of the highest home ownership and rental costs in the nation.

State Legislators have passed numerous bills in recent years to facilitate construction of more housing units in an effort to increase access to housing for a broader range of Californians. The State aims to increase housing supply and access for households of various income levels, by imposing significant increases to mandated housing unit allocations for all jurisdictions throughout the State, and by encouraging development in all parts of jurisdictions. The State's Housing and Community Development Department (HCD) through the Association of Bay Area Governments (ABAG), allocated the number of units needed for the RHNA 6 among the region's counties and specific jurisdictions.

3.1 Cycle 6 RHNA Allocation

For Cycle 6 (2023-2031), Woodside's assigned Regional Housing Needs Allocation (RHNA) is **328 units**. The assigned units are distributed by income level: 90 units for Very Low-Income households, 52 units for Low-Income households, 52 units for Moderate-Income households, and 134 units for Above-Moderate-Income households (based on income levels for a family of 4 in San Mateo County, April 1, 2021).ⁱ

In past Housing Element cycles, the Town of Woodside met requirements for Very Low-Income to Moderate-Income units through the development of Accessory Dwelling Units (ADUs). Given the 5.3 times increase in the RHNA allocation from the previous Cycle and recent Woodside property owner ADU construction numbers, the Cycle 6 Housing Element will not be able to rely solely on ADUs to reach its affordable unit allocations. Additionally, HCD requires local jurisdictions to plan for varied housing types, including but not limited to, residences, ADUs, and medium to high density housing units. This Housing Element needs to include ADUs, single family residence (SFRs), subdivisions, accessible units, and rezoned property (to increase allowable housing density). To achieve the RHNA allocation requirements, this Plan provides policy direction to amend local development regulations that allow for diverse housing unit types accessible at various income levels. HCD Housing Element Guidance recommends the inclusion of a buffer of additional units above the base RHNA allocation to ensure the allocation is achieved. The Town has planned for a

20% buffer over the 328-unit RHNA allocation so that, should some expected housing types/developments not be completed, the Town will still be able to reach its target number of units; therefore, this Housing Element includes a Plan for the construction of 393 units (328+20%) (Table 3-1).

Table 3-1. RHNA 6 Cycle Housing Targets

	<i>Very Low Income</i>	<i>Low Income</i>	<i>Moderate Income</i>	<i>Above Moderate Income</i>	<i>Total</i>
ABAG Regional Housing Needs (2023-2031)	90	52	52	134	328
Housing Needs + 20% Buffer	108	62	62	161	393

Changes in Distribution between Cycles 5 and 6: The required distribution of the ADU income affordability in Cycle 6 has changed. The distribution for Cycle 5 counted 70% of ADUs accessible to Very Low-Income households; 15% of ADUs accessible to Low-Income households; 10% of ADUs accessible to Moderate-Income households; and 5% of ADUs accessible to Above Moderate-Income households. Cycle 6 distribution has changed and is more evenly distributed between Very Low-Income (30%), Low-Income (30%), and Moderate-Income (30%), with 10% of the ADUs counted as Above Moderate-Income housing units. This distribution is based on research and findings developed by 21 Elements and ABAG (**Appendix E**).

a. Increasing the Supply of ADUs and other Housing Unit Types

In Cycle 6, HCD requires that the Town include rezoning and changes to development standards that facilitate the development of various housing types, which can include mid to high density housing, increases in ADU development, and more opportunities for land divisions that can accommodate additional housing units. Given changes to Woodside’s development standards and processing requirements between 2017 and 2021, the Town saw an increase in the development of ADUs. During the three highest recent years (2018, 2019 and 2021), the Town issued building permits for an average of 17 ADUs (**Appendix I**), while increasing ADU permit issuance to 20 units in 2021, with significant increases expected based on increased interest, and Housing Element Programs that will reduce barriers to ADU and JADU construction along with increases in the number of ADUs allowed on properties with fewer constraints. The Town includes Programs to reduce development standard barriers, increase outreach, and possibly reduce fees to facilitate the increase in ADU production before 2031. In addition to increased ADU production, the Town’s

RHNA targets would be met through a combination of subdivisions, development of vacant and underutilized lots, new higher density housing at Cañada College (part of the San Mateo County Community College District), and new higher density housing projects on privately-owned property and two Town-owned sites.

In consultation with HCD, and pursuant to the ABAG Technical Memorandum "*Using ADUs to Satisfy RHNA*", the following affordability distribution for ADUs is used:

Table 3-2. Affordability of ADUs

<i>Income Levels</i>	<i>Allocation of Units by Income Category</i>
<i>Very Low Income</i>	30%
<i>Low Income</i>	30%
<i>Moderate Income</i>	30%
<i>Above Moderate Income</i>	10%
TOTAL	100%

3.2 Town Collaboration with 21 Elements

The Town of Woodside, with all jurisdictions in San Mateo County, have shared resources during the past and current Housing Element updates within a group in San Mateo County known as *21 Elements*, named for the 21 Jurisdictions in San Mateo County. Over the past several years, *21 Elements* continually meets to discuss new housing policies introduced by the State to ensure each jurisdiction meets its housing unit targets. *21 Elements* includes consulting resources provided by Baird + Driskell Community Planning, a firm with long ranging experience in State Housing laws. *21 Elements* collected information from jurisdictions throughout the State that have worked with HCD and that now have certified Housing Elements, sharing “lessons learned”. *21 Elements* helps guide the process—providing best practices, technical information, and consultation with HCD on important requirements/deadlines and legislative updates.

Technical assistance provided by *21 Elements* to assist with each jurisdiction’s HCD certification of Housing Element Cycle 6 includes, but is not limited to, the following:

- **Analysis of ADU Affordability:** Utilized research from a Statewide survey of ADUs, conducted by the Center for Community Innovation at the University of California, Berkeley, and prepared a memo that assists Bay Area jurisdictions to determine appropriate income level affordability distribution among constructed ADUs (**Appendix E**).
- **Cost Constraints Analysis:** Collected information about costs of constructing different types of housing units in the 21 San Mateo jurisdictions. Jurisdictions submitted

information about fees charged for reviewing and building housing units as well as other fees, such as those charged for road maintenance and by school districts.

- **Stories:** Collected stories of people throughout San Mateo County regarding the challenges they face in finding and continuing to live in housing that is and remains affordable. The personal stories brought individual human experiences to the forefront of the many issues.
- **Affirmatively Furthering Fair Housing (AFFH):** Retained the services of Root Policy Research to prepare ‘Affirmatively Furthering Fair Housing’ analyses for each jurisdiction. Root Policy Research also assembled information on State and federal fair housing laws to ensure jurisdictions are tracking all compliance requirements. This analysis was supplemented and amended by a 2023 analysis by the firm Dyett & Bhatia (**Appendix K**).
- **Virtual Tours with HCD:** Completed Virtual Tours with HCD providing Woodside with the opportunity to share possible approaches for meeting its housing allocation targets, to discuss any challenges it is facing, and to get input on what HCD would be looking for in different parts of the Housing Element.

3.3 Public Outreach and Engagement

After receiving RHNA allocations, the Woodside Town Council established a RHNA Subcommittee consisting of members of the Planning Commission and Town Council to discuss the challenges of the RHNA allocations and strategies to meet the housing goals; suggesting sites for rezoning to meet housing target types and numbers spread across income categories and demographics based on the various environmental, fire hazard, and infrastructure constraints within the Town. In addition to the publicly noticed RHNA Subcommittee meetings, the Planning Commission and Town Council conducted several meetings that included the review and discussion of this Housing Element. Outreach to the public included, but was not limited to, direct mailing notification of public meetings to all residents and outreach to various organizations that support and advocate for low-income housing. All public outreach and engagement meetings are outlined in Table 3-3 below (**Appendix H**):

Date:	Virtual Meetings and Webinars:	Town Council:	Planning Commission:	RHNA Subcommittee:
December 15, 2020		RHNA Meeting		
April 14, 2021	‘Let’s Talk Housing!’ (LTH) Introduction with Woodside Break-out Session			
June 8, 2021		RHNA 5 Progress & RHNA 6 Allocation		

June 16, 2021			RHNA 5 Progress & RHNA 6 Allocation	
October 13, 2021	LTH: "Why Affordability Matters"			
October 26, 2021		Joint TC/PC/ASRB Study Session on SB 9		
October 27, 2021	LTH: "Housing & Racial Equity"			
November 4, 2021	ADU Workshop with Woodside Break-out Session			
November 10, 2021	LTH: "Housing in a Climate of Change"			
November 17, 2021			SB 9 Code Amendment, Subdivisions	
December 1, 2021	LTH: "Putting it all Together for a Better Future"			
December 1, 2021			SB 9 Code Amendment, Zoning	
December 14, 2021		SB 9 Code Amendment, Subdivisions & Zoning		
January 12, 2022			Cycle 6 Housing Element	
January 25, 2022		Mayor appoints a RHNA Subcommittee		
February 2, 2022			Housing Study Session	
February 16, 2022			Housing Study Session	
February 17, 2022				RHNA Introduction
February 24, 2022				RHNA Planning
March 2, 2022			Review Draft HE Chapters 1 and 2	
March 8, 2022		Review Draft HE Chapters 1 and 2		

March 10, 2022				Final RHNA Recommendation
March 16, 2022			Review RHNA Subcommittee Recommendation	
March 22, 2022		Review RHNA Subcommittee Recommendations		
April 25, 2022			Review of Draft HE Chapter 3	
May 10, 2022		Review of Chapter 3 and complete draft Housing Element to release for a 30-day public comment period		
May 18, 2022 – July 1, 2022 (44-day Public Comment Period)				
July 12, 2022		Formal Response to Comments		
December 13, 2022		Review HCD Comment Letter and Response to Comments memo		
January 10, 2023		Review HCD response regarding Town-owned sites		
January 31, 2023		Review revised Housing Element documents for submittal to HCD for second review		
March 7, 2023 – March 13, 2023 – 7-day Public Comment period				
June 22, 2023	Direct Contact to 25 LMI organizations (e.g., fair housing advocates, low income housing developers, and			

	support services), soliciting comments on revised Housing Element			
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a. Countywide Meetings conducted by 21 Elements – ‘Let’s Talk Housing!’

With a countywide perspective and an understanding of the State Housing and Community Development Department’s (HCD) legal requirements, *21 Elements* helps jurisdictions work together to satisfy legal mandates to address the county and region’s housing crisis.

During Spring of 2021, *21 Elements* conducted a series of ‘*Let’s Talk Housing!*’ workshops introducing members of the public to requirements for a State certified Housing Element, including discussions on topics such as the necessity for varied housing types in all jurisdictions.

21 Elements assembled San Mateo County jurisdictions into six different meeting groups. Woodside, Atherton, Daly City, Pacifica, Half Moon Bay, and the unincorporated County joined together for a session on April 14, 2021. This meeting provided opportunities to learn from and listen to community members about their housing needs, helping to make sure everyone is involved in shaping the Town’s and other jurisdictions’ futures.

As part of the April 14, 2021, meeting, each municipality conducted its own “break-out” session to encourage participants to share their housing related views, ideas, concerns, and solutions. At Woodside’s session, members of the public raised issues regarding the complexity of regulations they encounter, and the time involved. Many mentioned that residents are mostly drawn to Woodside because of its rural character and natural environment yet noting challenges to building in the Town given its many environmental constraints. Other comments included the need to streamline the development process and encourage the Town to work with the County Department of Environmental Health to adopt regulations allowing alternative septic technologies. Community members discussed whether the Town would change its approach to meeting RHNA targets solely through ADUs. Participants acknowledged the challenge of maintaining the Town’s rural character while also meeting the housing needs of all sectors of the community, including fire fighters and teachers, who often travel long distances to their employment in Woodside and the wider region.

The April 14, 2021, ‘*Let’s Talk Housing!*’ meeting was advertised via the Town website, *21 Elements* website, posting at Town Hall and the Library, NextDoor Woodside, and by mailed postcard to all residents (Figure 3-1). At a countywide level, *21 Elements* indicates that six introductory ‘*Let’s Talk Housing!*’ meetings were held and 1,024 registered for the series. Of those who registered, the majority identified as White (66%) or Asian (15%) and were 50 years or older; nearly half were 50 to 69 years old and almost a fifth were over 70. Almost half lived over 21 years in their homes and three-fourths owned their homes.



Figure 3-1. The Announcement for First Public Outreach Meeting “Let’s Talk Housing” and Woodside Break-Out Session conducted on April 14, 2021, was posted on the Town Website.

A second set of workshops in the form of issue-based webinars (Figure 3-2) was conducted during the Fall of 2021, including:

- **Why Affordability Matters:** Why housing affordability matters to public health, community fabric and to county residents, families, workers, and employers;
- **Housing and Racial Equity:** Why and how our communities have become segregated by race, why it is a problem and how it has become embedded in our policies and systems;
- **Housing in a Climate of Change:** What is the connection between housing policy and climate change and a walk through the Housing & Climate Readiness Toolkit; and,
- **Putting it All Together for a Better Future:** How design and planning for much-needed new infill housing can be an opportunity to address existing challenges in our communities.

Join us for a four-part series
to better understand housing issues
in San Mateo County

**CREATING A MORE
AFFORDABLE FUTURE**
Webinar and Discussion Series
Wednesdays at 6pm

10/13 Why Affordability Matters
10/27 Housing and Racial Equity
11/10 Housing in a Climate of Change
12/01 Putting it all Together for a Better
Future

to register and learn more visit:
letstalkhousing.org/events

HOME FOR ALL
Let's Talk Housing
SAN MATEO COUNTY

Figure 3-2. The Announcement for the ‘Creating a More Affordable Future’” issue-specific Webinars and Discussions, conducted between October 13, 2021, – December 1, 2021, was sent to all Town residents.

The Town of Woodside also participated in a meeting conducted jointly with the County of San Mateo and several other San Mateo County jurisdictions on ‘Developing Second Units’ held on November 4, 2021 (Figure 3-3). The Town provided an overview of the process for developing ADUs in Woodside and provided participants with a copy of the PowerPoint prepared for the presentation. Questions focused on the number of ADUs permitted by lot size in the Town.

Woodside joined *21 Elements* for a facilitated series of listening sessions held between September and November 2021 to hear from various stakeholders who operate countywide or across multiple jurisdictions. The four sessions convened more than 30 groups including fair housing organizations, housing advocates, builders/developers (affordable and market-rate), and service providers, to provide observations on housing needs and input for policy consideration.

A Second Unit is in Reach.



Free Second Unit/ADU Workshop for Homeowners

**Thursday, November 4, 2021
6:30 PM**

Register: tinyurl.com/Nov4ADU

Join us to learn about tools + resources for building a second unit and gain local guidance from your city's staff

Workshop Presented by:



Figure 3-3. The Town participated in a Workshop on Constructing Second Units/ADUs, conducted on November 4, 2021.

b. RHNA Subcommittee Meetings

On January 25, 2022, the Town’s Mayor appointed a RHNA Subcommittee with members from the Planning Commission and Town Council to review and discuss sites that could accommodate increased housing densities providing units that are accessible to various household types,

including but not limited to, public service workers, families working in the local area, and citizens with disabilities. All meetings were publicly noticed and open for public participation, to discuss strategies that encourage more affordable housing units, and various types of housing units in Woodside that are necessary to meet the RHNA targets.

The Subcommittee conducted meetings on February 17, 2022, February 24, 2022, and March 10, 2022. The Subcommittee considered criteria for selecting sites, such as underutilized land with few hazard constraints (e.g., earthquake faults, flood zones, constrained access routes in high fire zones, etc.), better access to services and transportation corridors, and most importantly, sites that may be able to access sewer, as most of Woodside properties must use onsite septic systems for effluent disposal. The Subcommittee also reviewed the demographic trends in the community considering special needs groups such as seniors, residents with disabilities, service personnel of Town Center businesses, and students attending Cañada College.

c. Planning Commission and Town Council Housing Element Update Meetings

The Town completed public hearings with the Planning Commission and Town Council as identified in Table 3-3 above, and described further in **Appendix H**.

The hearings included review of sites to be rezoned for increased density. In consultation with property owners of possible sites for increased density, some sites were removed (e.g., Stanford University and Woodside Road properties) from consideration given the lack of interest in developing increased housing densities from those property owners.

During the hearings, Town residents expressed significant concerns with sites proposed for increased density, citing concerns related to traffic, design, and changes to community character. Town residents expressed a desire to meet RHNA targets with increased development of ADUs. The Town Council acknowledged resident concerns, while recognizing different housing types are necessary, therefore including Programs that provide opportunities for different housing types that are accessible to people of varied income levels.

d. Key Takeaways from the Town Meetings

The Town's outreach and engagement process recognized the need to balance the community's desire to maintain the Town's rural character, with a need to provide housing for all members of the wider community; and for the Town to do its part in creating regulations that can accommodate the development of, and access to, various types of housing.

e. Direct Outreach to Low- and Moderate-Income Housing Organizations

Woodside contacted various organizations that provide advocacy and support for low- and moderate-income households; and, developers of low-income housing projects as further described in **Appendix H**.

3.4 Affirmatively Furthering Fair Housing (AFFH)

Cycle 6 Housing Elements shall remove barriers to segregation, choose and locate housing sites accessible to residents in the wider community, and establish policies and programs that provide tools to overcome historic patterns of segregation. This focus on creating a more “level playing field” for housing access to all members of the community is referred to as “Affirmatively Furthering Fair Housing” (AFFH). This section summarizes the AFFH analysis prepared for Woodside by the firm Dyett & Bhatia (**Appendix K**).

a. The Requirement to Affirmatively Furthering Fair Housing

In 2018, the State of California established a mandate requiring all California jurisdictions to affirmatively further fair housing. The AFFH obligation is similar to the federal obligation in the 1968 Fair Housing Act which requires the Federal Department of Housing and Urban Development (HUD) to administer its programs and activities related to housing and urban development in a manner that furthers the purposes of the Fair Housing Act. In the bill that established the AFFH mandate, the State updated housing element requirements to include an assessment of fair housing practices, and an analysis of the relationship between available sites for housing development and increased housing access opportunities.

AB 686 requires all public agencies to “administer programs and activities relating to housing and community development in a manner that affirmatively furthers fair housing and take no action inconsistent with this obligation”. Not only does the law prohibit discrimination; it requires “inclusion” to overcome historic patterns of segregation.

The Federal Housing Act prohibits discrimination of people based on protected classes: race, color, ancestry/national origin, religion, disability, sex, and familial status. California law¹ also extends

¹ California’s Planning and Zoning Law (Gov. Code, § 65000 et al.) prohibits jurisdictions from engaging in discriminatory land use and planning activities. Specifically, Government Code section 65008, subdivision (a), deems any action taken by a city or county to be null and void if such action denies to an individual or group of individuals the enjoyment of residence, landownership, tenancy, or any other land use in the state due to illegal discrimination. Under the law, it is illegal to discriminate based on protected class such as race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, familial status, age, source of income, disability (including individuals in recovery

protections based on age, sexual orientation, gender identity or expression, genetic information, marital status, military or veteran status, and source of income (including federal housing assistance vouchers).

b. History of Segregation in the Region

According to the San Mateo County Historical Association, San Mateo County's early non-white population worked in a variety of industries, including logging, agriculture, food service, hospitality, and entertainment. Shipbuilding during and after World War II attracted many residents to the Peninsula, including the first sizeable migration of African Americans to the Bay Area (Appendix K). Enforcement of racial covenants forced non-white residents into segregated neighborhoods usually located near less desirable neighborhoods near areas of high pollution and few public services.

The private sector contributed to segregation through activities that discouraged or prohibited integrated neighborhoods, often by using restrictive covenants and real estate redlining practices. Woodside properties included recorded land deeds specifying only "members of the Caucasian or White race shall be permitted" to occupy sold homes.

A timeline of major federal Acts and court decisions related to fair housing, zoning and land use is included in Figure 3-4.

for drug or alcohol abuse, whether or not they are actively seeking recovery assistance), veteran or military status, or genetic information.

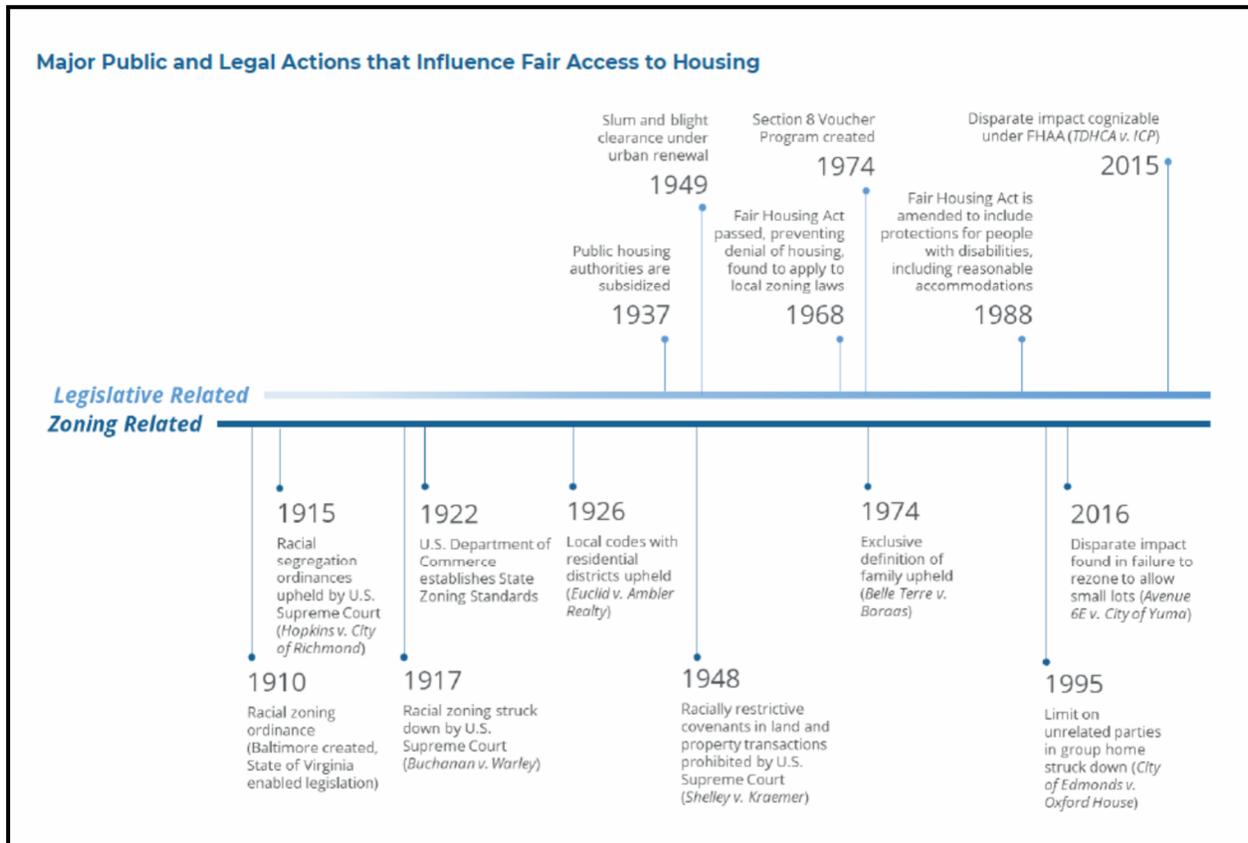


Figure 3-4. Public and Legal Actions that Influence Fair Access to Housing.

As shown in the timeline, exclusive zoning practices were common in the early 1900s. Courts struck down only the most discriminatory and allowed those that would be considered today to have a “disparate impact” on classes protected by the Fair Housing Act (1968).

c. Woodside Fair Housing Assessment

The firm Dyett & Bhatia assisted the Town of Woodside in preparing its ‘Affirmatively Furthering Fair Housing’ (AFFH) analyses. outlined in Appendix K.

This following summarizes the primary information from Appendix K, Fair Housing Assessment including the following sections: fair housing enforcement and outreach capacity, integration and segregation, access to opportunity, disparate housing needs, environmental factors, and the Town’s fair housing action plan:

- The Town contracts with Project Sentinel through its partnership with the San Mateo County Consortium to investigate complaints, obtain remedies, and engage in fair housing testing. As a member of the San Mateo County Consortium, Woodside receives access to programs for protected groups in need of housing, expanding its capacity for outreach and engagement.

- Persons with disabilities is analyzed in Appendix B Housing Needs Report and summarized in Section 1 of the Housing Element. Woodside has proportionately fewer households with disabilities (5%) than the County as a whole (8%), but this proportion is likely to increase as the population ages. The most common disabilities in the town for all ages are ambulatory (2.6%), hearing (2.3%), and independent living (1.7%). Between 2017 and 2021, a disproportionate share (56 percent) of all housing discrimination complaints in San Mateo County were filed based on disability. In Woodside, only two complaints were filed in this time frame, with the basis of the complaints unknown.
- In 2019, 79.0 percent of Woodside's population was White while 0.9 percent was African-American, 7.3 percent was Asian, and 9.1 percent was Latinx. People of color in Woodside comprise a proportion below the overall proportion in the Bay Area as a whole. Since 2000, the percentage of residents in Woodside identifying as White has decreased and by the same token the percentage of residents of all other races and ethnicities has increased by 10.7 percentage points. Taken altogether, the data on changing demographics over the years, the dissimilarity index, the neighborhood segregation typologies, and the diversity index point to Woodside having low segregation but low diversity within the Town.
- Female householders with children in particular may be targets of discrimination. In Woodside, 5.63 percent of households are female headed-households while 74.7 percent of households are married-couple family households. In comparison, 10.1 percent of households in the County are headed by a female (see Appendix K, Chart K-6). In 2019, 2.7 percent of married-couple families and 23.0 percent of female householders lived below the poverty line in Woodside.
- Economic diversity is limited: 75% of households in Woodside earn more than 100% of the Area Median Income (AMI) compared to 49% in the county overall. Nearly all census block groups in the town have median incomes above \$125,000 and households experiencing poverty is low throughout Woodside. Lower income segregation is below surrounding areas.
- Countywide, racial, and ethnic minority populations are disproportionately impacted by poverty, low household incomes, cost burden, overcrowding, and homelessness compared to the non-Hispanic White population. Additionally, racial, and ethnic minorities are more likely to live in areas with low to moderate resources and be denied for a home mortgage loan. Racially or ethnically concentrated areas of poverty (R/ECAPs) are defined as areas with non-white population of 50 percent or more, and the poverty rate must exceed 40 percent. Woodside does not contain any non-white racial/ethnic concentrations or concentrations of low-income wage earners based on 2019 HUD AFFH data. Racially/Ethnically Concentrated Areas of Affluence (RCAAs) are generally considered to be areas with high concentrations of wealthy, non-Hispanic white residents. All census tracts in Woodside are identified as RCAAs and all neighboring cities within San Mateo County to the west of the Junipero Sierra Freeway are as well.
- Disparities in access to opportunities examines five types of opportunity: educational, employment, transportation, access to low poverty neighborhoods, and access to environmentally healthy neighborhoods. Most of Woodside scores high for positive education outcomes. The entire Town scores high for economic opportunity, but a

low/moderate proximity to jobs indicating commuting to jobs outside of the community. Although the County as a whole is well supported by public transit transportation, Woodside has limited bus service and relies in part on public paratransit and private car share services. The Town has no areas of poverty. The Town rates high on environmental quality due in part to its lower density and proximity to open space.

- Disproportionate housing needs analyzes cost burden, overcrowding, displacement risk, homelessness, and natural hazards. 28 percent of renter households in Woodside are cost burdened, spending more than 30 percent of their gross income on housing costs. No households are overcrowded. There are no sensitive communities vulnerable to displacement. Homelessness is rare in Woodside. The most significant natural hazard concern is the percentage of the Town within a high fire hazard zone.

In summary the Town experiences low levels of racial and economic diversity, disability, and female headed households compared to the County. The aging of the population, and the percentage of female headed households below the poverty line, are potential areas of concern for future policies regarding fair housing, integration, and segregation. Table K-17 - Fair Housing Issues summarizes the policies, programs, and metrics the Town will use to address the AFFH issues summarized above.

Appendix K also discusses the Town's housing sites inventory as a tool for AFFH. The Housing Element and fair housing action plan set forth in Table K-17 includes supporting broader housing types, including higher density housing at Cañada College and on one privately owned property. Two Town-owned sites are also included in the RHNA Plan to be rezoned for higher density housing to further create a variety of housing types. The RHNA Plan meets 41% of its affordable housing requirements through the development of Accessory Dwelling Units (ADUs). ADUs are constructed throughout the community and are available to all sectors of the community, in support of AFFH goals.

d. Contributing Factors to Fair Housing Issues

One of the major methods of creating affordable housing in Woodside is through development of ADUs. Resident survey information concerning ADUs demonstrates strong support for this approach. The Town will continue to support ADU creation supplemented by rezoning of three sites for higher density housing and increase the allowable density at the Cañada College site. Potential factors that may make implementing these solutions difficult include the following:

- Limited local job opportunities.
- Limited access to frequent and widespread public transportation.
- Lack of access to sewer infrastructure.
- Limitation on density from existing zoning.
- Difficulty in obtaining public or private financing to offset the costs of affordable units.
- Timing of the Cañada College capital improvement program.

- Limited site capacity due to environmental constraints such as fault zones, fire hazards, and slopes.

These factors are addressed by the discussion of sites in Section 3.8- Strategies to Meeting RHNA Cycle 6, and policies in Section 3.9- Housing Program and Action Plan – Guiding Principles, Goals, Policies, and Programs.

3.5 Governmental and Non-Governmental Constraints on Housing

The following is a description and analysis of the various potential constraints on the production of a variety of housing types to meet the housing needs of all income levels as required by Government Code 65583(a)(5). Where appropriate, policies/programs to overcome the constraints are included in the descriptions.

- Land Use Controls Constraints – Appendix F - Housing Development Constraints, Development Costs, and Zoning Analysis, provides an analysis of constraints due to land use controls. As explained in Section 3.6, Sites Inventory and Assessment to Accommodate Housing Units, substantial portions of the community are affected by natural hazards including fault traces, landslides, severe fire hazards, streams, and flooding. These hazards combined with State environmental protection regulations, and County onsite effluent discharge requirements for sites that are not served, or have the ability to be served, by a public sewer system (majority of Town parcels), support low-density zoning limitations with single family residences.
- Land Use Controls Effect on Cost/Feasibility/Timing – Appendix F and Appendix F-1 also have information on development cost and the limitations on housing development based on high land and construction costs. High construction costs are found throughout the Bay Area and are due to high labor and materials costs that cannot be significantly lowered by local housing policy. High land costs in Woodside are partly a function of a desirable environment due to the beauty of the area and its low density, combined with quality schools and proximity to high paying employment. Increasing density of zoning throughout the community could decrease per unit land cost but is inconsistent with environmental goals and constraints, most significant of which is the inability to serve higher density development in areas that do not have an opportunity to be served by a public sewer system. Per Policy H2.1a - Provide Opportunities for Higher Density Housing with Access to High Resource Areas, the Town will rezone three sites for higher density housing. The Town’s ADU and SB9 ordinances are a form of density increase throughout the community within the context of existing zoning as they add additional units in all zones regardless of zoning lot size minimums. Appendix F has information regarding the timing for development approvals and the time frames for Woodside are comparable or better than other San Mateo County jurisdictions and indicate a reasonable expectation of approval

certainty. Woodside development fees are comparable to other San Mateo jurisdictions as a percentage of development costs.

- Past and Present Programs to Remove Governmental Constraints – The previously adopted ADU, SB9, and Multifamily Residential Development (MFRD) overlay district ordinances have removed density constraints. The ADU ordinance will be amended as needed to remain in compliance with State law, and to further reduce local development barriers to developing ADUs. Additional new policies for removing constraints are the modification of regulations and expediting permits for ADUs set forth in Policy H1.3; rezoning properties for higher density in Policy H3.2; incentivizing higher density housing in Policy H3.3; and providing adequate utilities per Policy H5.2.
- Limitation on Density From Existing Zoning– Density and development standards for each zone are discussed below and in Appendix F. Table 3-4 below outlines the general development for of the single-family residential zoning districts.

Table 3-4. Residential Zoning District General Development Standards

***This is a snapshot of development standards in 2024 for constraints analysis. Future Municipal Code changes to development standards for residential development that are consistent with the Housing Element Goals, Policies, and Programs do not require changes to this Table.**

Zoning District	Height (Feet)	Basic Setbacks (Feet)			Max. House Size w/o Exception (Square Feet)	Total Floor Area (TFA) (Square Feet) ⁷	Parking Required
		Front	Rear	Side			
R-1 ¹	<17 17-28	30 30	25 25	15 22.5	10% of Lot Area+1,000 square feet NOTE: Not to exceed 3,000 square feet	1.4 x Maximum Main Residence Size Permitted without an Exception	4 spaces for Main Residence (Covered or uncovered; tandem parking is permitted)
SR ²	<17 17-30	50 *	25 30	20 30	4,000	18% of Lot Area	“
RR	<17 17-30	50 *	50 50	50 50	6,000	9% of Lot Area ³	“

SCP-5	<17 17-30	50 *	50 50	50 50	6,000	5.5% of Lot Area ⁴	“
SCP-7.5	<17 17-30	50 *	50 50	50 50	6,000	3.5% of Lot Area ⁵	“
SCP-10	<17 17-30	50 *	50 50	50 50	6,000	2.75% of Lot Area ⁶	“

*Any portion of a new main residence or barn having a height <17 feet at the front setback line shall be set back an additional two feet from the property line for each foot of height >17 feet.

¹Woodside Glens Neighborhood R-1 District – Setbacks are reduced; and maximum house sizes are increased to allow for more flexibility on smaller lots, and lots on steep hillsides. Additional ministerial exceptions are provided.

²Woodside Hills Neighborhood SR District – Side setbacks for portions of main residences that are below 17 feet tall require a 25-foot side setback, which is consistent with the HOA.

³Total Floor Area for nonconforming size lots (less than 3 acres) allow for an increased TFA percentage based on a sliding scale pursuant to Municipal Code Chapter 153 (Table E-4).

⁴Total Floor Area for nonconforming size lots (less than 5 acres) allow for an increased TFA percentage based on a sliding scale pursuant to Municipal Code Chapter 153 (Table E-1).

⁵Total Floor Area for nonconforming size lots (less than 7.5 acres) allow for an increased TFA percentage based on a sliding scale pursuant to Municipal Code Chapter 153 (Table E-2).

⁶Total Floor Area for nonconforming size lots (less than 10 acres) allow for an increased TFA percentage based on a sliding scale pursuant to Municipal Code Chapter 153 (Table E-3).

⁷All residential properties are permitted an additional 800 square feet for an Accessory Dwelling Unit (ADU) that does not count towards the maximum TFA. ADU square footage over 800 square feet count toward the maximum TFA.

- No minimum or maximum densities are established for the residential Zoning Districts above. Each legal lot is permitted to include one single-family dwelling, along with ADU(s) and JADU(s) consistent with State and local regulations.
- No minimum dwelling unit sizes are required for the residential Zoning Districts above.

R-1 and Suburban Residential (SR) Zones – R-1 and SR Zoning Districts include smaller minimum lot sizes which are 20,000 square feet and one-acre, respectively. While many lots in the R-1 districts are found between 5,000 and 15,000 square feet, the majority of the lots in the SR districts meet the minimum one-acre lot size. The development standards for each zoning district are proportionate to their lot sizes and have not created constraints to developing single-family dwellings and associated accessory structures. The Woodside Glens R-1 zone includes many smaller lots that include challenging shapes and topography. In response to the unique conditions of the neighborhood, the Town created flexible development standards, such as reduced setbacks, increased floor area, and ministerial exceptions that do not require public hearings, etc., which has made it easier to maintain/expand smaller older homes, and to construct ADUs.

Rural Residential (RR) Zone - This zone has a minimum lot size of three acres. Many of the lots are conforming in size and generally have few constraints. Most lots cannot access sewer and require onsite septic systems, and some of the lots are constrained by underlying fault zones and/or adjacent stream corridors. Given the lot sizes and generally gentle slopes throughout the RR zones, the development standards easily accommodate single-family dwellings and multiple accessory structures.

Special Conservation Planning (SCP) Zone - This zone has a minimum lot size of five to 10 acres in the area known as the Western Hills. This zoning category is reserved for areas of high environmental sensitivity (Fire zone, earthquake zone, streams, soil instability, flooding). Many of the lots do not meet the minimum lot sizes, have steep hillsides, and must be served by onsite septic systems. While many lots have challenges, the percentage of floor area allowed is increased for smaller lots, and reasonable exceptions are often granted for additions to existing single-family dwellings, or for new single-family dwellings. Program H6.2.c commits by the end of 2025 to reviewing and updating the development standards in the Western Hills using the model from the Woodside Glens to provide more flexibility for additions and new residences that do not require any public hearing exceptions.

MFRD Zone – This multi-family zone was developed for Cañada College and currently provides for a density of 18 units per acre. Allowed uses are multifamily residential and ADUs. Development standards are summarized in Table C of Municipal Code Section 153.110 of the Municipal Code, and are analyzed for potential constraints in Appendix F. See Program H3.2a and H3.2.b to revise the MFRD zone unit maximum density to 20 units per acre for housing affordable to lower income households, and to ensure any development requirements provide the ability to ensure the maximum density allowed.

The Community Commercial (CC) Zone – This zone is intended for commercial and residential uses. As noted in Municipal Code Section 153.107(Tables A-1 and A-3), single-family, ADUs, , transitional, and emergency shelter housing residential uses are permitted. There is a limited amount of commercial zoning in the Town and these areas do not provide significant opportunities for high density residential uses due to lot sizes, environmental constraints, voter approved initiatives limiting building heights, and/or the ability to be served by a public sewer system.

Accessory Dwelling Units (ADUs) – The Town consistently updates its ordinances to be consistent with State law. Setbacks for one ADU on a property are reduced to four feet to the side and rear property lines. Ministerial exceptions can be granted to any zoning regulation that would create a constraint on a property that would not allow the development of an ADU. Properties over one acre in size may have up to two ADUs, and the maximum square footage allowed of an individual ADU is 1,500 square feet. While the Town’s zoning regulations do not provide significant constraints to ADU construction, some lots have technical constraints such as geotechnical and/or septic feasibility. The Town will continue to review the ADU regulations to determine additional flexibility in development standards that could help to increase ADU construction, such as allowing additional ADUs on larger lots, providing additional ministerial exceptions, increased height limits, etc. Programs H1.1(b), H1.2(c) and (d), and H1.13(a)-(e), all directly reduce barriers, such as waving permit fees and providing more flexible development standards for ADUs. While the Housing Element projects 15 ADUs per year, the various programs will ensure that the amount of actual ADU development exceeds the projection.

SB9 Projects – The Town has updated the Municipal Code to include requirements for SB9 Lot Splits and SB9 development projects that are consistent with State law, allowing ministerial lot splits and two units on each site. While the Town has not projected the construction of any units to meet the Town’s RHNA requirements, under Program H2.d the Town will review an increase to allowable SB9 unit sizes beyond the State minimum to make SB9 development more attractive to property owners.

Measure J Height Restrictions – These restrictions are set forth in Appendix F. Measure J was a citizen initiative that limits maximum height of development on parcels that are within the CC Zoning District and adjacent to Woodside Road. Due to the voter approved height limitation in the Town Center CC District, this Cycle 6 Housing Element cannot reasonably project new residential housing units in the Town Center CC District due to the uncertainty of a height increase allowance by the voters, and that the height limitations

apply to so few parcels that are also constrained by nearby stream corridors and State Highway 84, it minimally affects the Town's ability to promote housing development in the area.

- Fees and Exactions – Woodside permit fees for single-family residences built without ADUs, and “small multifamily” developments (single-family residences built along with ADUs on the same site) are set forth in Appendix F. While the Town cannot reduce construction costs for ADUs, Building Permit fees for ADUs were removed by the Town Council in 2022, to reduce financial barriers for ADU development. Fees for multi-family development will be established by the Town Council with the rezoning of the properties planned for multi-family housing. The current Town's Fee Schedule is available on the Town website per the transparency requirements of Government Code Section 65940.1. Appendix F includes the current Building and Planning fees with a full constraints analysis. Based on the fees currently charged for single-family residences in the County, Woodside does not have the highest fees or the lowest fees, but somewhere close to the middle depending on the type of development. The Town has already waived permitting fees for ADUs and JADUs under Program H1.3.c. Along with the adoption of Mult-Family zoning requirements and Objective Design Standards, the Town will review permit fees for multi-family development that create affordable housing units under Program H3.3.a. Two of the sites projected to include multi-family affordable units are owned by the Town, providing additional flexibility to reduce or waive fees if necessary to make a project feasible for an affordable housing developer.
- Local Processing and Permit Procedures – Development approval for new single-family residences require Architectural and Site Review Board (ASRB) review prior to building permit application submittal and approval. Applications and submittal requirements for design review, and other development entitlements that may be necessary for a specific project, are available on the Town's website. Local development standards are provided in the Municipal Code. Evaluation Criteria for design review of approval of a new single-family residence relates to four categories: Community Character; Site Planning; Building Design; and Landscape Elements. The Evaluation Criteria is outlined in Municipal Code Section 153.915(D). Appendix F, Table F4 Permit Processing Times provides a typical project review timeline, which is approximately 1-2 months for ministerial projects and 2-4 months for projects that require discretionary review. These time frames are on par, or quicker than review of similar projects in other jurisdictions in the County of San Mateo. Table 3-5 below outlines the Design Evaluation Criteria used for single-family dwellings and associated accessory structures, except ADUs. Denial of Design Review for single-family dwellings and other accessory structures, such as barns proposed for livestock use, have not been ~~defined-denied~~ using the criteria. In many cases project revisions may be completed to be consistent with the criteria. The design review process for single-family

dwellings and accessory structures, except ADUs, does not create a constraint or barrier to developing single-family dwellings in Woodside. While the Municipal Code requires action on the Design Review Application within 60 days, or three hearings, whichever occurs first, unless consent is given from the applicant, the reviews of the majority of the projects are completed in one hearing. It should be noted that single-family dwellings only require public hearing review by the ASRB if the project exceeds 1,000 square feet if located in the Western Hills or visible from a scenic corridor, or 2,000 square feet in all other parts of Woodside. All projects consistent with the Evaluation Criteria below these thresholds go straight through building permit review by staff.

<p>Table 3-5. Single-Family Dwelling Design Evaluation Criteria – Municipal Code Section 153.915(D)</p> <p>*This is a snapshot Design Evaluation Criteria in 2024 for Single-Family Dwellings and Accessory Structures (not ADUs) for constraints analysis. Future Municipal Code changes to Design Evaluation Review Criteria that are consistent with the Housing Element Goals, Policies, and Programs do not require changes to this Table.</p>
<p>Section 153.915(D)(1) Community Character</p>
<p><i>That the project is designed in a manner that is in keeping with and contributes to the rural character and aesthetics of the Town, respects the character of scenic corridors and vistas, and supports equestrian facilities where applicable.</i></p>
<p>Section 153.915(D)(2) Site Planning</p>
<p><i>That the site plan is designed in a manner which preserves natural features, respects and preserves the Town's rural residential character, considers safe circulation, neighborhood compatibility, fire safety, and sustainability.</i></p>
<p>Section 153.915(D)(3) Building Design</p>
<p><i>That the architectural design is consistent with the Town's rural character and development patterns; is architecturally cohesive and understated; that the materials, color, and details are well-composed and understated; and that the architectural design is fire safe and sustainable.</i></p>
<p>Section 153.915(D)(4) Landscape Elements</p>
<p><i>That the landscape design minimizes grading, preserves natural and scenic features; that the planting design respects existing native and mature vegetation and is informal in design; that the fencing and</i></p>

entry features are open and rural in design; that exterior lighting is minimized; and that the landscape design is fire safe and sustainable.

The permit costs as a percentage of the development cost are reasonable in comparison with other San Mateo County cities as set forth in Appendix F Table F-3, (Page F-4). Permit costs were reduced for ADUS in 2022, further lowering the costs for development described in the earlier studies provided in Appendix F.

The Town has not processed any multi-family housing development in the past. Given that the Housing Programs and multi-family zoning standards only require ministerial review, processing time for multi-family development could be as quick as 1-2 months with a complete development application. If a project meets the zoning requirements and Objective Design Standards, it shall be approved by the Town.

- Compliance With State Density Bonus Law - Government Code Section 65915 sets forth the requirements for approval of density bonuses that may be requested if a portion of a project is affordable to low-and-moderate income households. Pursuant to Program H3.3.c, the Town will adopt a Density Bonus ordinance in compliance with State law.
- Subdivision On/Offsite Improvements – Subdivision improvement requirements are set forth in Chapter 152, Article X of the Municipal Code. Modifications to the standards may be approved by the Planning Commission if it finds the alternative standards are in the public interest. The minimum street widths in Section 152.115 Table A are reasonable with 40-foot minimum width for rural roads, 60 foot minimum for collectors, and 80 foot minimum for arterials. Increased onsite sewage disposal required for most existing, and proposed lots (e.g., SB9 Lot Splits, Land Divisions, and Subdivisions), require onsite septic systems for increased development (housing) capacity, which is not feasible on many parcels in Town due to site constraints. Geotechnical, grading, and erosion control requirements are consistent with the Town’s hilly terrain. Overall, on/offsite improvement requirements do not add unreasonable costs that would constrain the supply and affordability of housing.
- Codes and Enforcement – Building and Zoning regulations are set forth in the Municipal Code. The Town periodically adopts the most recent version of the State Building Codes. State Building Code update that requires further energy efficiency, fire reduction measures may add to the cost of construction but is required due to the substantial risk of wildfire. While fire sprinklers are required for new single-family residences, installation of fire sprinklers for ADUs will follow any State mandated law in pace at the time an ADU is permitted. The Town does not have any additional fire sprinkler requirements for ADUs

that what is permitted by State law. When installed, fire sprinklers can reduce fire risk for the overall housing stock. Given the cost of land and the typical size of single-family residences in Woodside, installation of fire sprinklers is an insignificant cost relative to the overall cost to develop a single-family residence. Code enforcement procedures are commonly initiated in response to a complaint made to the Town and are carried out by the Town Community Preservation Officer and Town Attorney's Office, if necessary. The codes and enforcement activities are customary and do not pose constraints on housing cost and supply.

- Constraints on Housing for Persons with Disabilities – Persons with disabilities may be housed in supportive housing. The definition of supportive housing includes housing that was previously referred to as group homes providing long term housing with supportive services for persons with disabilities. Supportive housing is permitted in all single-family residential zones per Municipal Code Section 153.107,(Table A-1) Permitted Uses in Residential and Commercial Zoning Districts. There are no special restrictions for this type of housing different from the restrictions and standards of the single-family residential zoning districts. The definition of family in the Municipal Code is: “An individual, or group of two or more persons occupying a *dwelling* and living together as a single housekeeping unit in which each adult resident has access to all parts of the *dwelling*.” This definition allows supportive housing of groups. The Housing Element includes a program to allow supportive housing in multi-family zones per the discussion of “Zoning for a Variety of Housing Types” above.
- Other Local Ordinances – The Town does not have other ordinances that would impact the cost and supply of housing such as inclusionary requirements for affordable housing or growth controls.
- Nongovernmental Constraints – These potential constraints include land costs, construction costs, and the availability of financing. Development costs including land and construction costs are discussed in Appendix F-1. The section above: “Land Use Controls Effect on Cost/Feasibility/Timing” discusses how development costs might be reduced through land cost reductions with higher density zoning and approval of ADUs. Financing for development in Woodside is available at the same availability as the County as a whole. There are no mortgage deficient areas or underserved groups. To the extent that special governmental financing is needed for the development of affordable units at the Cañada College site, there are policies for the Town to assist the San Mateo Community College District with obtaining this financing per Policy H3.1 – Support New Independent Housing at Cañada College. Other constraints for multi-family housing could include steep slopes or lot shapes. While all multi-family sites will be zoned for twenty units per acre, the RHNA target projections anticipate less than 20 units per acre in the event site constraints would limit the number of units that could reasonably fit on the sites. For example, only 16 units

are projected on the High Road Site and only 17 units are projected on the Raymundo Site. Greater number of units may be accommodate if feasible.

- Emergency Shelter Development Standards – Municipal Code Section 153.107(Table A-1) currently lists Emergency Shelters as a “Permitted Use” in the Community Commercial (CC) Zoning District, which currently allows residential uses. Permitted Uses do not require discretionary review and are allowed by right. Table 3-6 below outlines the development standards for Emergency Shelters in the CC Zoning District. In many instances existing office buildings could be converted into permanent Emergency Shelters with sufficient room for group quarters sleep and dining. Existing commercial sites have between 10 to 100+ parking spaces depending on the size of the parcel, which would be adequate to serve Emergency Shelters with a smaller shelter fitting on smaller lots and larger shelters fitting on larger lots without significant constraints. Should a new Emergency Shelter be proposed on a lot with an existing building to be demolished, it would be permitted to reuse the existing building footprint, or in most cases would have zero to minimal setbacks required on all sides. The height limits would also allow for two story structures, which would not be a significant constraint to developing an Emergency Shelter in Woodside. Unfortunately, SamTrans public transportation is limited throughout Woodside and only includes limited service in the Skylonda Area and at Cañada College. As a small jurisdiction, Woodside is unlikely to have increased public transportation services in the near future. The Community Commercial zone includes offices, local retail, and service-based businesses and does not include any hazardous conditions inappropriate for human habitation. Given that the Municipal Code does not call out specific parking requirements, Program 4.3.a has been updated to establish specific parking requirements for Emergency Shelters by the end of 2025. If an Emergency Shelter is proposed prior to the establishment of specific parking requirements, the Shelter may utilize all existing parking spaces onsite at the time of a building conversion or construction of a new building.

Table 3-6. Emergency Shelter Development Standards

*This is a snapshot of development standards in 2024 for constraints analysis. Future Municipal Code changes to development standards for Emergency Shelters that are consistent with the Housing Element Goals, Policies, and Programs do not require changes to this Table.

<i>CC Zoning Area</i>	<i>Height</i>	<i>Front Setback</i>	<i>Side Setback</i>	<i>Rear Setback</i>	<i>Building Coverage</i>	<i>Parking</i>
Town Center	25 feet ^{1, 2}	0 Feet	0 Feet ³	25 Feet ⁴	20% of Lot Area	Undetermined
Skylonda	25 feet ^{1, 2}	0 Feet	0 Feet ³	25 Feet	20% of Lot Area	Undetermined

1 See § 153.208(A)(2) of the Woodside Municipal Code

2 See § 153.208(A)(3) of the Woodside Municipal Code

3 See § 153.207(A)(8)(a) of the Woodside Municipal Code

4 See § 153.207(A)(8)(b) of the Woodside Municipal Code

Municipal Code Section 153.208(A)(2)-(3)

¹(2) In the Community Commercial District:

- (a) The map attached to the ordinance codified in this division and found on file in the office of the Clerk entitled "Community Commercial District Building Height Map" (hereinafter CCD Map) shall be referred to for identifying *building* locations in the Community Commercial District.
- (b) For all *buildings* located all or in part within 100 feet of Woodside Road, and located in area A on the CCD Map, no *building* may exceed a *height* of 17 feet above the edge of the paved right-of-way of Woodside Road, as measured from the elevation of the *building* nearest to Woodside Road.
- (c) For all *buildings* located all or in part within 100 feet of Woodside Road, and located in area B on the CCD map, no *building* may exceed 21 feet in *height* above the edge of the paved right-of-way of Woodside Road as measured from the elevation of the *building* nearest to Woodside Road, and may not exceed one *story*.
- (d) For all *buildings* located all or in part within 200 feet of the right-of-way of Highway 35, no *building* may exceed a *height* of 17 feet above the edge of the paved right-of-way of Highway 35 as measured from the elevation of the *building* nearest to Highway 35.

- (e) Any *building* existing as of the effective date of the ordinance codified in this division that is rendered nonconforming by the ordinance codified in this division may, in the event of destruction of more than 50 percent of the *building* by reason of fire or natural disaster, replace the same *building* without provision for the *height* limitations of the ordinance codified in this division, provided it is rebuilt in an identical architectural style, *building footprint* and *building volume*.

² (3) In the *Town Center Area*:

- (a) *Buildings* on commercially zoned *parcels* immediately adjacent to Woodside Road in the *Town Center* may not be constructed or altered or exceed one *story* facing Woodside Road, notwithstanding division (A)(2). These *buildings* may include a *basement*, as defined in Section 153.005, on June 1, 1988, and the exceptions in division (C)(1) and (D)(2), or successor sections, for *structures* or mechanical equipment covering not more than 150 square feet shall apply.
- (b) If a *building* existing on June 1, 1988, has more than one *story*, it shall be subject to the then current provisions of this *Code* governing *nonconforming uses* and *buildings*.

Municipal Code Section 153.207(A)(8)

(8) The following *setback* requirements shall apply to *parcels* in the CC District:

- ³(a) No *side setback* shall be required for a *parcel* in the CC District, except where the side parcel line of the property in the CC District abuts directly on property in any residential district or on a public street, in which case the minimum width of the *side setback* for such *parcel* shall be 15 feet.
- ⁴(b) No *rear setback* shall be required in the CC District for *structures* on *parcels* located entirely within the boundaries of the *Town Center Parking Assessment District* where a portion of the original *parcel* has been acquired by the *Town* for use in the same *Town Center Parking Assessment District*, consistent with the *Town Center Site Plan*, dated March 8, 1989, and with the engineer's report for the Woodside Road - Whiskey Hill Road Parking Assessment District, adopted October 5, 1989 by the *Town*.

3.6 Sites Inventory and Assessment to Accommodate Housing Units

Woodside's RHNA targets for Cycle 6 require the Town to identify sites where rezoning could occur to accommodate increased housing densities and varied housing types, as well as units that are accessible by disabled persons.

Identifying potential sites to accommodate increased higher density housing development, requires evaluation of all parcels throughout Woodside.

The State of California is the largest State in the Country by population and third largest by size, and is therefore widely diverse in topography, flora and fauna habitat conditions, economic viability, conservation opportunities, population demographics, access to adequate infrastructure, and housing types. Given the various competing interests, Woodside's location intersects with many important competing State goals.

With such competing goals for the State of California, identifying sites for increased housing density is a challenge, with very high fire hazard zones, steep topography, limited access to sewer, and environmentally protected habitats (e.g., stream corridors that contain habitats for

endangered or threatened species such as the San Francisco Garner Snake and California Red legged Frog) widespread through the Town of Woodside. Housing development in Woodside is additionally constrained by geologic conditions such as known and inferred earthquake faults, including the San Andreas Fault, and active landslide areas in the Western Hills.

This Housing Element includes an analysis of land best suited to accommodate increased housing density in areas with minimal environmental constraints, locations outside of high fire zones that have limited emergency access, access to sewer, and adjacencies to arterial roads identified in the Town's General Plan Circulation Element. Further information on areas unsuitable for housing due to natural features that create the potential for natural disasters can be found in the General Plan Natural Hazards and Safety Element.

a. Biological, Geotechnical, and Infrastructure Constraints in Woodside

The Town of Woodside includes environmentally sensitive areas with longstanding State protections, most notably within stream/riparian corridors. The following maps were reviewed to identify potential constraints relating to fault zones, flood zones, steep slopes and fire hazard in the Western Hills, and environmentally sensitive areas.

Figure 3-5. Fault Zones in the Town of Woodside.

Map NH2: Fault Zones

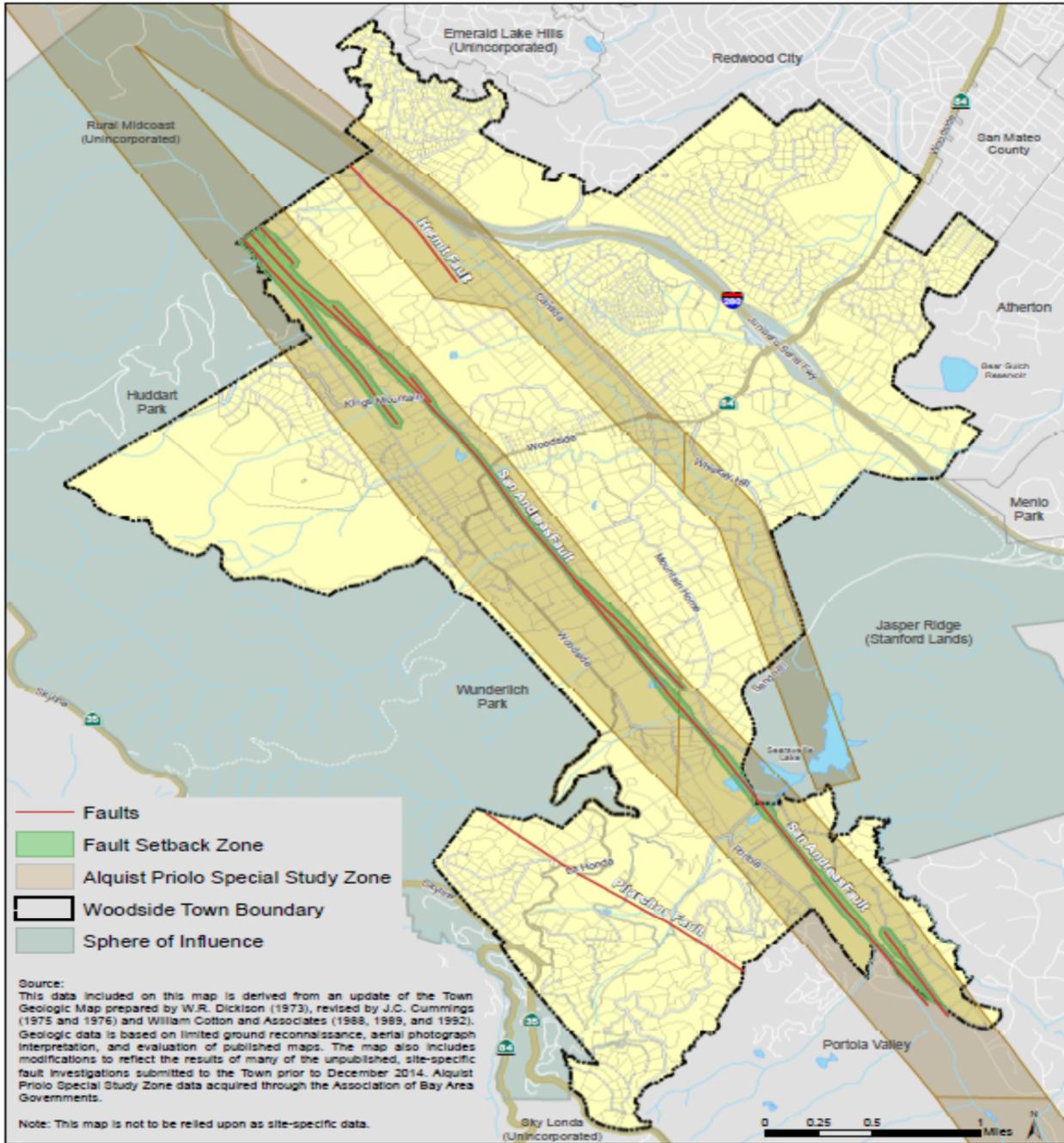


Figure 3-6. Flood Zones in the Town of Woodside.

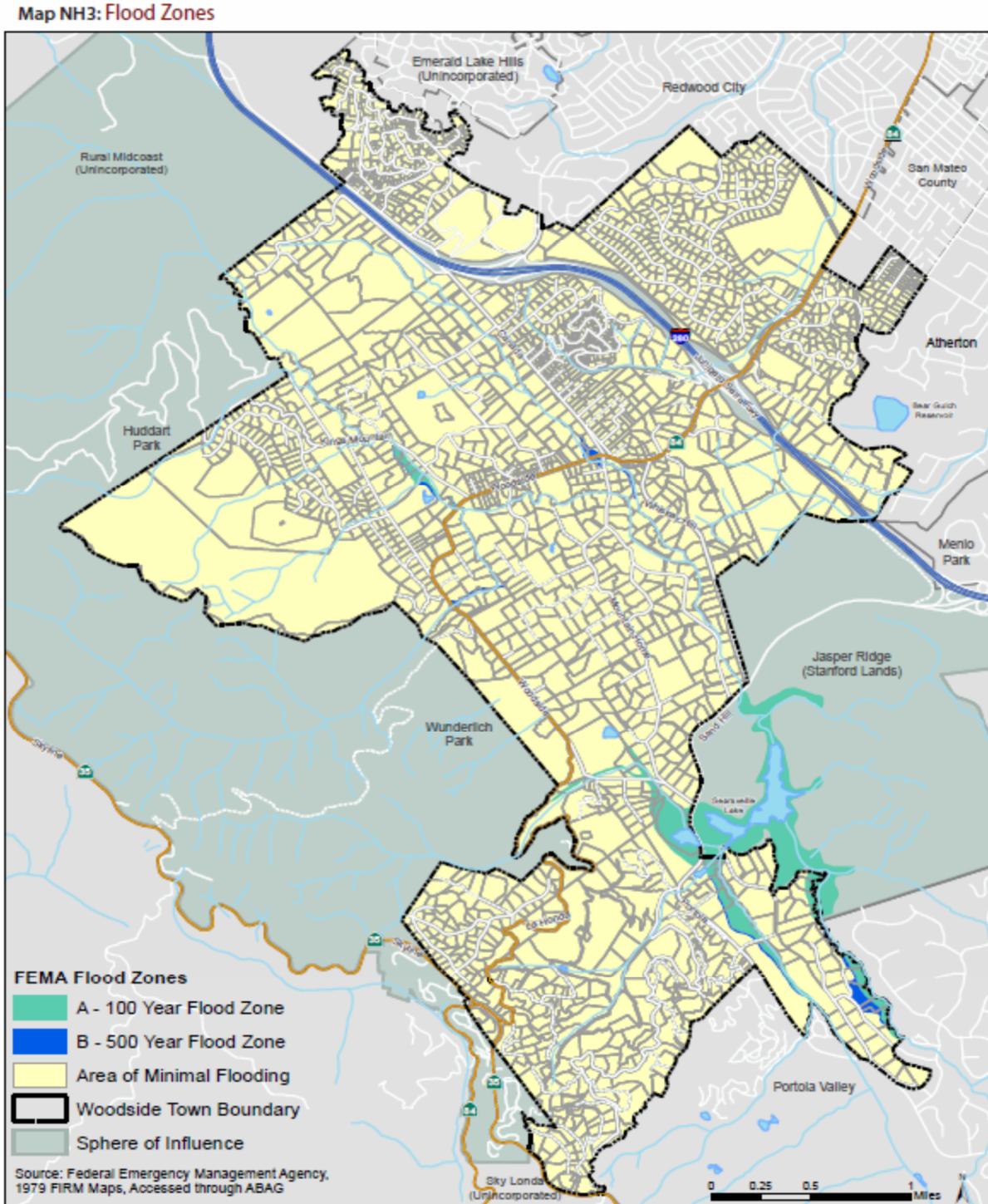
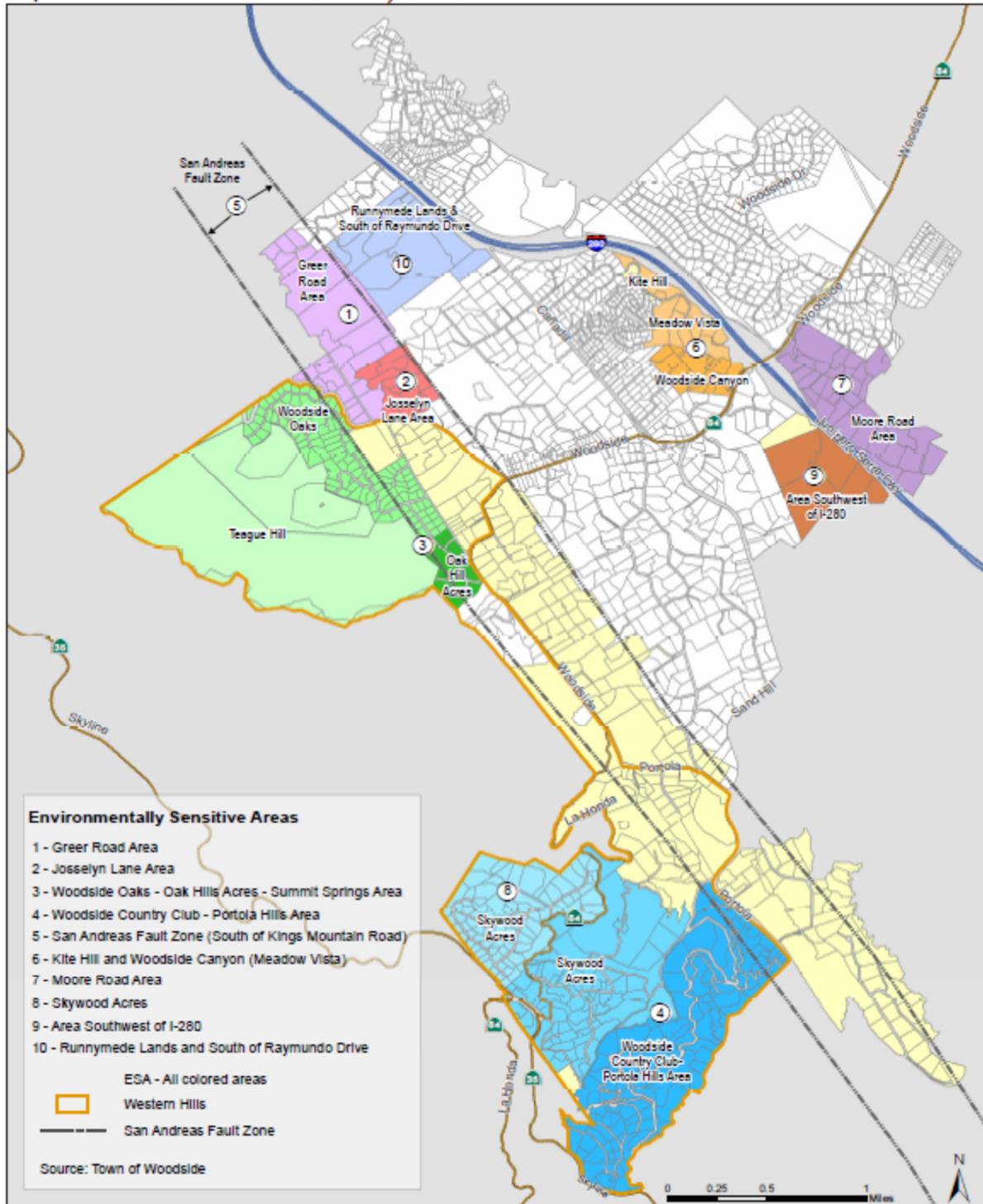


Figure 3-7. Western Hills and Environmentally Sensitive Areas

Map LU3: Western Hills and Environmentally Sensitive Areas



b. Vacant Lands

The Town of Woodside includes vacant parcels that could be developed for single-family residences and ADUs under current zoning. However, many of these parcels have significant development constraints for high density housing such as topography, steep slopes, soils stability, high fire risk zone, and earthquake fault proximity, and large-scale septic tank suitability.

c. Sewer Capacity

Two-thirds of the parcels in Woodside utilize private on-site septic systems for effluent waste disposal. The rest of Town (yellow areas as depicted on Figure 3-8) utilizes septic systems. Only a third of the parcels in Town are served by sewer. All sewage from Woodside flows to the Wastewater Treatment Plant in Redwood City.

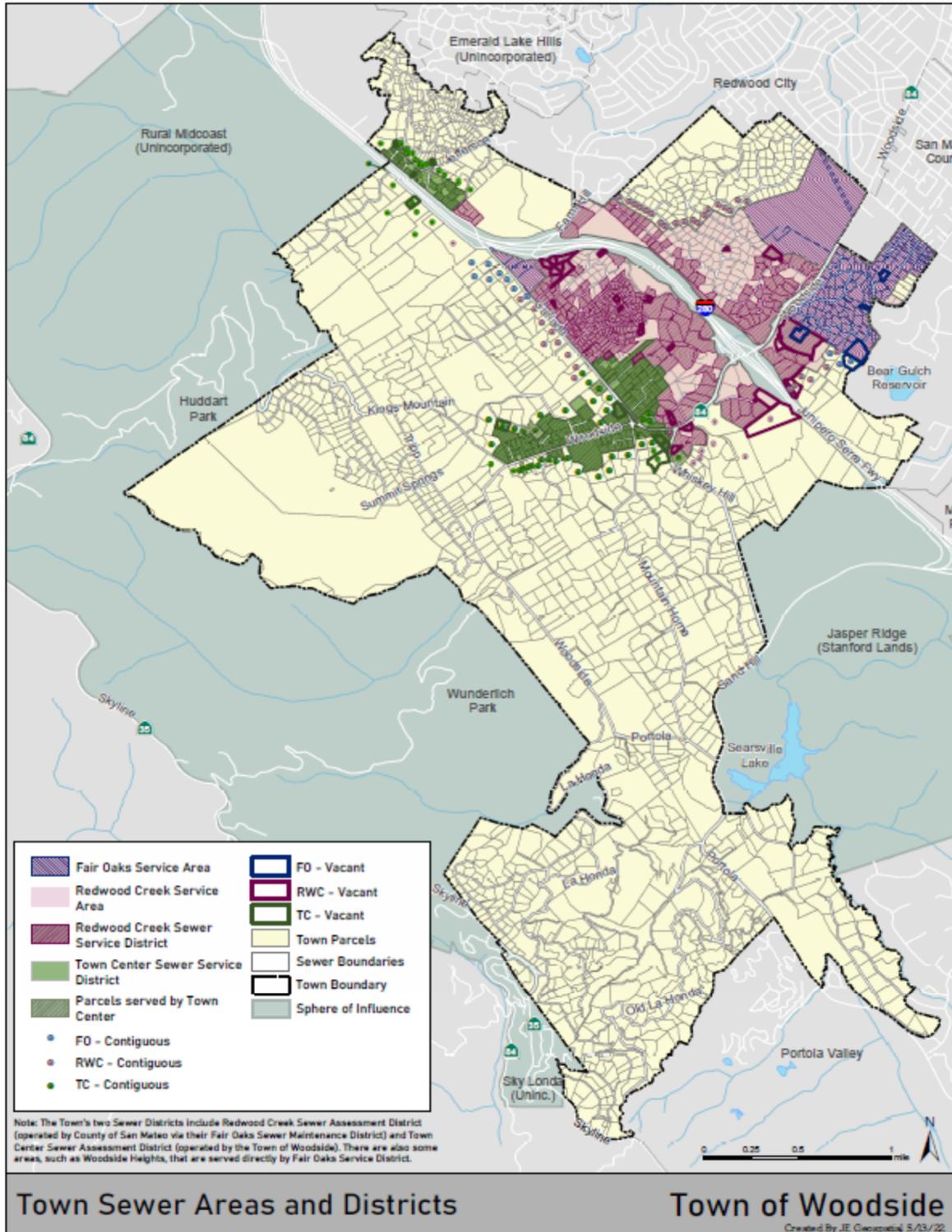
Areas of Woodside that are served by or are eligible to connect to sewer are in the central, northern, and eastern parts of Woodside. No sewer service is available in the western or southern portions of the Town.

Since the 1960's, the Town has been directly responsible for the creation of two public sanitary sewer districts, as follows:

Redwood Creek/Fair Oaks Sewer Assessment District: On May 23, 1968, the Town established the Redwood Creek Trunk Sewer Assessment District (RCS) with sewer capacity established through the Fair Oaks Sewer Maintenance District (FOSD). The RCS includes the Redwood Creek Trunk Assessment Area and the Glens Sewer Collection System Area. The RCS was primarily formed because of health and safety concerns that exists within the Woodside Glens, which had a history of failing septic systems dating back to 1959. The contractual capacity for the RCS was and continues to be 150,000 gallons per day. There are approximately 550 existing connections (pink and purple areas on Figure 3-8).

Town Center Sewer Assessment District: The contractual capacity of the Town Center Sewer Assessment District (TCAD) is 100,000 gallons per day. This District is producing 40,000 gallons per day; therefore, 60,000 gallons per day capacity remains. The Town owns and operates the infrastructure in Town. The Town contracts with the West Bay Sanitary District to provide engineering and maintenance services. There are approximately 180 existing connections (green areas on Figure 3-8).

Figure 3-8. Town Sewer Areas and Districts



d. Affirmatively Furthering Fair Housing (AFFH)

The Town of Woodside has higher land values and is less diverse than San Mateo County as a whole (Section 1.1(a), Demographics). The Town was developed as a single-family residential community. Originally, many of the homes were second homes for people living in San Francisco who spent part of their time on the Peninsula where they enjoyed warmer weather. Woodside's early subdivisions date back to 1887 (then part of San Mateo County). Many of the subdivisions, like other parts of the Peninsula, the State, and the country, had racially restrictive covenants, preventing people of color from purchasing homes. While the U.S. Supreme Court in 1948 ruled such racially restrictive housing covenants unenforceable, many of the patterns that they created remain and continue to influence the characteristics of the Town today.

AB 686, passed in 2018, requires jurisdictions to overcome patterns that restrict access to some members of the community. It requires that jurisdictions promote inclusive communities, further housing choices, and address racial and economic disparities through all government programs, policies, and operations. The Cycle 6 Housing Element, for the first time, requires jurisdictions to 'Affirmatively Further Fair Housing', which means jurisdictions are required to set up programs and opportunities to remove barriers to integration and create housing opportunities for all people, so that all people benefit from 'high opportunity resources' such as good schools, parks, services, and other amenities.

For identifying sites for affordable housing, AB 686 requires that sites either be located throughout the community, so that neighborhoods of low-income housing are not created; or if clustering is recommended, jurisdictions need to provide a rationale for why concentrating affordable units in a particular location will benefit residents because of proximity to good schools, libraries, parks, and other facilities.

HCD's best practices for selecting sites to accommodate the lower income RHNA include the following considerations:

- Proximity to transit;
- Access to high performing schools and jobs;
- Access to amenities, such as parks and services;
- Access to health care facilities and grocery stores;
- Locational scoring criteria for Low-income Housing Tax Credit (TCAC) Program funding;
- Proximity to available infrastructure and utilities;
- Sites that do not require environmental mitigation; and,
- Presence of development streamlining processes, environmental exemptions, and other development incentives.

The considerations listed above are similar to the siting and amenity considerations raised by many of San Mateo County's Service Providersⁱⁱ, which include the following:

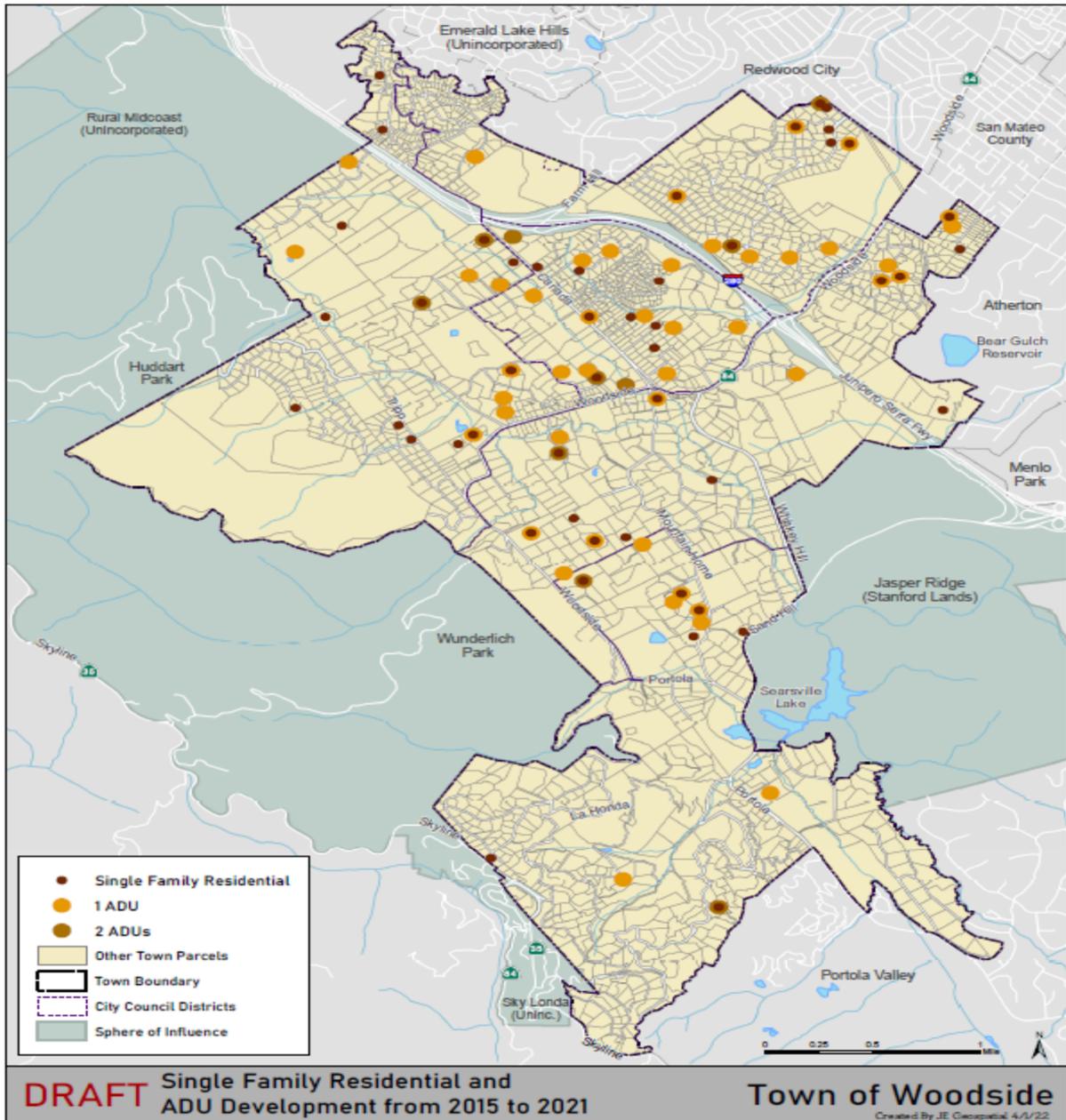
- Near transit-oriented sites, and either near governmental services, or with access to supportive social services, grocery stores, and pharmacies;

- Near parks, or having parks integrated into the development. This is particularly important for youth;
- Near Community Centers. This is particularly important for youth;
- Near good schools and senior centers;
- High-walkability neighborhoods;
- ADU accessible facilities;
- Parking; and
- Public bathrooms.

For Woodside, ADUs, including JADUs, are built throughout the community which meets this objective of providing affordable housing in all parts of the community to affirmatively further fair housing (Figure 3-9). This geographic dispersion of new units avoids concentration of affordable units in one area and promotes integration and access to opportunities and resources.

Woodside passed an SB9 Ordinance in December 2021 and is considering amending this Ordinance to encourage SB9 applications as part of the policies for the next Housing Element cycle. For sites with higher density housing projects, the AFFH “lens” requires that sites be selected to offer opportunities and benefits to the people living in them, as discussed above in Areas of Opportunity in Woodside. The concept of Affirmatively Furthering Fair Housing and its application to Woodside is discussed in more detail in Section 3.4, with additional background provided in **Appendix K**, including an analysis of the effects of buildout of the Sixth Cycle Housing Element inventory on existing patterns of segregation and access to opportunity.

Figure 3-9. Location of Single-Family Residences and ADUs for which Building Permits were issued during Cycle 5 (2015-2021).



e. Areas of Opportunity within Woodside

The RHNA Subcommittee considered some of the following factors in assessing possible sites for affordable housing:

- **More level Terrain:** Sites that are not dominated by steep terrain, outside of fault zones, have fewer environmental constraints and generally require less engineering and therefore offer less expensive project construction.

- **Proximity to Transportation Corridors:** Woodside does not have mass transit therefore proximity to key corridors such as I-280, Hwy. 84, Cañada Road, and Sand Hill Road, were considered because of the convenience they provide for all residents, including residents of affordable housing development.
- **Willing Property Owners:** To enhance the likelihood that the sites would be developed with affordable housing, the RHNA Subcommittee focused on sites with property owners that were interested in having their properties rezoned.

While most of the Town utilizes septic systems, the RHNA Subcommittee also considered availability of sewer, to reduce the amount of land that would need to be dedicated to a septic system for multiple units, as described in the discussion of Sewer Capacity above.

f. Adequate Sites Inventory

Housing Elements are required to include an inventory of land suitable and available for development of housing within the planning period and that are sufficient to provide for the jurisdiction’s share of the regional housing need for all income levels and housing unit types.

“An effective Housing Element provides the necessary conditions for conserving, preserving and producing an adequate supply of housing affordable at a variety of income levels and provides a vehicle for establishing and updating housing and land-use strategies to reflect changing needs, resources and conditions....The Housing Element establishes a jurisdiction’s strategy to plan for and facilitate the development of housing over the five-to-eight-year planning period [eight-year period for Woodside] by providing an inventory of land adequately zoned or planned to be zoned for housing and programs to implement the strategy” .ⁱⁱⁱ

For Woodside, as discussed in Section 3.1, the Town’s RHNA number is **328 units**, which is then distributed by income level. A 20% buffer is added per HCD guidance which represents an additional 65 units for a total of 393 units. A combination of new single-family homes, ADU’s where there are existing and new residences, subdivisions, pipeline projects, and higher density housing at Cañada College, and rezoning of one privately-owned property, and two Town-owned sites are anticipated to meet the RHNA allocation, while providing varied housing types that are accessible to a wider demographic, including people with disabilities. This combination of housing types, level of affordability, and the geographic distribution to meet the RHNA Plan are shown in Figure 3-10 – Housing Sites.

Identifying Adequate Sites: The ‘Adequate Sites Inventory’ identifies enough sites for increased density in conjunction with programs that will allow for more ADUs and medium density development enabling the Town to meet the RHNA allocation targets (**Appendix G – Adequate Sites Inventory**). The inventory consists of a summary Table G-2 Proposed RHNA Plan, and a more detailed HCD Excel Spreadsheet Inventory. The inventory is shown graphically in Figure G-2 – Housing Sites and Environmental Constraints. The inventory is required to include the “realistic and demonstrated potential” for identified sites to accommodate housing development. The

detailed HCD Excel Spreadsheet Inventory attached to Appendix G identifies each property by its address/Assessor Parcel Number (APN) and the ability to be served by utilities.

The privately owned 773 Cañada Road site requires a connection to an existing sewer district. The estimated cost of installing sewer for 773 Cañada Road is \$125,000 which is a minor cost for a development estimated to cost \$16 million (16 units at \$500 per square foot development cost as estimated by Appendix F-1, excluding land cost). For the ADU/JADU units assumed in Table 3-5 Proposed RHNA Plan, the sites will have existing infrastructure serving the existing residences that will serve the ADUs as well. The cost of expanding septic tanks or leach fields to accommodate ADUs will vary on a parcel-by-parcel basis and cannot be defined as a constraint at this time.

The Raymundo Drive site has potential seismic constraints that may affect the project design but may not reduce the number of units that could be developed. Raymundo Drive also has an estimated cost of \$2.6 million for connection to the sewer system, which may reduce the land value but will not preclude development of the site. Given that the Town owns the site, land cost is not a constraint to develop housing.

Per Government Code Section 65589.7 the Town will provide a copy of the Housing Element to all utility service providers following its approval by the Town Council. Utility providers are required to prioritize service to developments that provide affordable housing.

g. Special Needs Housing

Government Code Sections 65583 (c)(4)(A), (c) (1) and 65583.2(c) require the assessment of zoning and site availability for a variety of special needs housing including emergency shelters, transitional housing, supportive housing, low barrier navigation centers, single room occupancy units, farmworker housing, and manufactured housing. Emergency shelters, transitional housing, supportive housing, and low barrier navigation centers are forms of housing for the unhoused population, some with accompanying services that assist with employment training, substance abuse counseling, and transition to permanent housing.

Per Section 1.2 - Homelessness - Woodside has almost no homeless residents. In 2017 and 2019, when the most recent “snapshot” surveys were conducted, no homeless persons were found to be living in Woodside (down from 2 in 2015, and 6 in 2013). However, State housing laws require cities to provide zoning that supports these housing types. The following is an analysis of the zoning and site availability for each of these housing types.

- Emergency Shelters – Are a permitted use in the Community Commercial (CC) zone (Municipal Code Section 153.100 Zoning Districts, Table A-1 Permitted Uses in Residential and Commercial Zoning Districts). The areas with this zoning are developed with commercial buildings and the opportunity for establishing a shelter would be within a

vacant tenant space already constructed to commercial development standards. Parking for these existing commercial uses support what would be needed for shelter employees.

- Transitional/Supportive Housing – Is permitted in all single-family residential zones per Municipal Code Section 153.100 Zoning Districts, Table A-1 Permitted Uses in Residential and Commercial Zoning Districts. There are no special restrictions for this type of housing different from the restrictions and standards of the single-family residential zoning districts. Supportive housing includes group homes.
- By-Right Permanent Supportive Housing – Per Government Code Section 65583.2, by-right housing means housing that is permitted without discretionary approvals and does not require CEQA analysis. Per Government Code Section 65651, by-right supportive housing must be allowed in multi-family zones if certain restrictions regarding affordability are met. The current zoning per Municipal Code Section 153.100 Zoning Districts, Table A-1, does not allow supportive housing in the Multi-Family Residential Development Overlay (MFRD) zone. The Housing Element contains a new policy in Policy 4.3 – Provide for Emergency Shelter and Transitional Housing, to amend the Municipal Code to allow supportive housing as a by-right use in the MFRD zone provided the conditions for affordability per State law are met.
- Low Barrier Navigation Centers – Is another form of supportive housing that provides supportive services. Navigation centers typically provide longer terms of stay than emergency shelters, making them more like supportive housing, and they are considered a form of supportive housing for the purpose of zoning compliance. These facilities are also a by-right use for multi-family zones per Government Code 65660. This use was added to the new Policy 4.3.
- Single Room Occupancy (SRO) units – Are similar to a hotel use and are often a converted hotel or motel. No such facilities are present in Woodside and are not listed as a permitted or conditionally permitted use. Per Section 153.107 of the Municipal Code “Uses not listed in the table under any case category, shall not be permitted under this chapter unless the *Planning Commission* determines that the *use* is similar to the *uses* listed in the table.” For the purpose of a Planning Commission determination, SRO facilities will be considered a commercial use allowed in the Community Commercial zone. New policy 4.3 includes a program to amend the Municipal Code to add SRO units as a permitted use in the Community Commercial zone.
- Housing for Farmworkers – The Employee Housing Act, Health and Safety Code Section 17021.5, requires housing for six or fewer employees to be treated as a single-family residence and a permitted use. Housing of up to 12 units or 36 beds is a permitted use in zones that allow agricultural uses. Policy 4.3 includes a provision for the definition of a single-family home to include farmworker housing for up to six employees. Agricultural uses are permitted in all residential and commercial zones except multi-family residential.

Policy 4.3 describes farmworker housing as a permitted use in all zones except multi-family residential.

- Manufactured Housing – Is a permitted use in all single-family zones.
- The Town website has a Housing Resources page under the Planning Department page that contains a list of federal, state, and local resources for housing including special needs groups.

3.7 Energy Conservation Opportunities

The housing needs analysis required by Government Code 65583(a) includes a requirement to analyze the opportunities for energy conservation in residential development. The Town of Woodside has adopted the most recent Title 24 CALGreen Building Code that includes energy conservation measures. Section A4.602 is a table of measures that will be implemented for new development that includes enhanced durability, construction waste reduction/recycling, pollutant controls, insulation, and Energy Star appliances. Planning policies that assist with conservation include policies to meet the RHNA housing needs for all income groups, encouraging ADUs, establishing the multifamily MFRD zone, and rezoning of properties for higher density.

3.8 Strategies to Meeting RHNA Cycle 6

This Housing Element includes Programs designed to meet the Cycle 6 RHNA allocation targets. The RHNA allocation targets vary by income level and are shown in Table 3-4, Proposed RHNA Plan (Same as Table G-2 in Appendix G). The Programs balance the needs for increased access to housing by various demographics, various housing types, resilience in a heavily wooded Town that is subject to wildfires and other constraints, and resident concerns with increased housing densities. The Plan includes Programs for a mix of housing types to meet the Cycle 6 RHNA allocation. These different housing types and the levels of development anticipated during this Plan period are described below.

a. Accessory Dwelling Units & Junior Accessory Dwelling Units

The Town of Woodside encouraged and supported the development of ADUs in the Cycle 5 Housing Element. The Town issued 36 permits for ADUs during the 1999-2006 Housing Element cycle; 28 permits for ADUs during the 2007-2014 Housing Element; and 82 permits for ADUs (as of December 21, 2021) during the 2015-2023 Housing Element, for a total of 146 ADUs during the last three RHNA cycles.

The Town is characterized by steep slopes with many environmental constraints. Approximately two-thirds of the existing dwellings utilize septic systems. ADUs have been a critical component of the effort to create affordable housing, as they can be connected to the same septic systems with minimal expansion or connect to existing sewer lines serving a primary residence; and can use the same driveway as the primary home.

In more recent years, the Town has given greater focus to the development of JADUs. JADUs are limited to 500 square feet; constructed within an existing residence, utilize an existing bedroom; and have an internal connection to the residence and an independent entrance. They can utilize bathrooms that are part of the main residence or those that are within the JADU. The size of JADUs make them affordable, and since they utilize existing bedrooms, they do not require expansion of septic systems.

ADUs and JADUs will continue to be a significant source of affordable housing in Woodside. The Woodside community overwhelmingly supports the development of ADUs and JADUs as a primary means of addressing the State's affordable housing mandate, given the Town's rural character, equestrian heritage, and its many environmental constraints. With each ordinance adopted by the Town that reduces barriers to JADU and ADU construction, the Town has seen increased interest, application submittals, and permitting of such units (**Appendix J**).

b. SB 9 Projects

SB 9 was passed by the Governor on September 16, 2021, requiring local jurisdictions, as of January 1, 2022, to ministerially approve Parcel Maps allowing the division of all single-family residential lots into two lots under certain circumstances, which are referred to as SB 9 Lot Splits, and the construction of two residential units up to at least 800 square feet on all single-family residential lots. The Town adopted an SB9 Ordinance in December 2021.

SB 9 units provide another source of housing in Woodside and throughout the State. Property owners that add one or more 800 square-foot SB9 Units to their property may rent out the units, which is a source of affordable housing. In response to the enactment of SB 9, the Town adopted Ordinance 2022-624 (amended by Ordinance 2022-625), and Resolution 2021-7464 establishing subdivision, zoning, and design standards for ministerial approval of SB 9 lot splits. A significant number of existing lots in Woodside cannot be divided under existing minimum lot size requirements. Therefore, SB 9 lot splits can result in ministerially approved smaller parcels, making it substantially easier and more attractive for property owners to subdivide their lots and construct smaller units that will be more affordable. In the past year since the State's approval of SB 9, there has been some interest expressed from property owners in SB 9 lot splits in Woodside. SB 9 is a new state law, so there is minimal recent experience on how many SB 9 lot split applications might be received, so the Table 3-4 Proposed RHNA Plan does not include units produced from SB9 lot splits.

c. Land Divisions

The Town's earliest subdivisions date from 1887, when the land was part of San Mateo County. Now, most of the Town has been built out as a primarily single-family residential community with large areas of open space and parkland around it. As a result, the Town receives very few applications for land divisions which range from splitting one lot into two to seven lots.

d. Higher Density Housing

Woodside is developed as a single-family residential community; however, to meet the Cycle 6 targets for affordable housing, the Town has identified parcels for higher density housing at Cañada College, on one privately-owned parcel, and on two Town-owned sites.

Woodside has several groups that could be served by a broader range of housing types: faculty and staff at Cañada College; service workers at the Town Center; and the growing senior population in Woodside, or parents of those living in Woodside that desire independent housing units. Seniors require a range of housing options. Woodside's steep topography and windy roads can result in isolation as seniors lose physical mobility and/or the ability to drive. With the increased threat of wildfires and other natural disasters, mobility issues also pose increased challenges for safe evacuation. To provide opportunities for residents to 'age-in-community', this Plan locates higher density housing outside of the Western Hills with its high fire risks and severely limited evacuation routes.

Default Affordable Density:

In Woodside, HCD considers the "default density" to qualify units as affordable to lower and moderate-income households, to be a minimum of 20 units per acre. Sites that could accommodate 20 units per acre would add variety to the existing housing stock. A proposed higher density housing project at Cañada College, totaling approximately 75 units, would meet this density requirement. A Program has been included to streamline the entitlement process established during Cycle 5 for the Multi-Family Residential Development (MFRD) Overlay Zone (also established in Cycle 5).

Higher Density Rezoning:

A portion of a privately owned site at 773 Cañada Road is included in the RHNA Plan for rezoning to 20 units per acre (Figure 3-13). The property owner is actively exploring higher density development on a portion of this parcel. Two Town-owned sites are also planned for higher density zoning of 20 units per acre: Raymundo Drive and High Road.

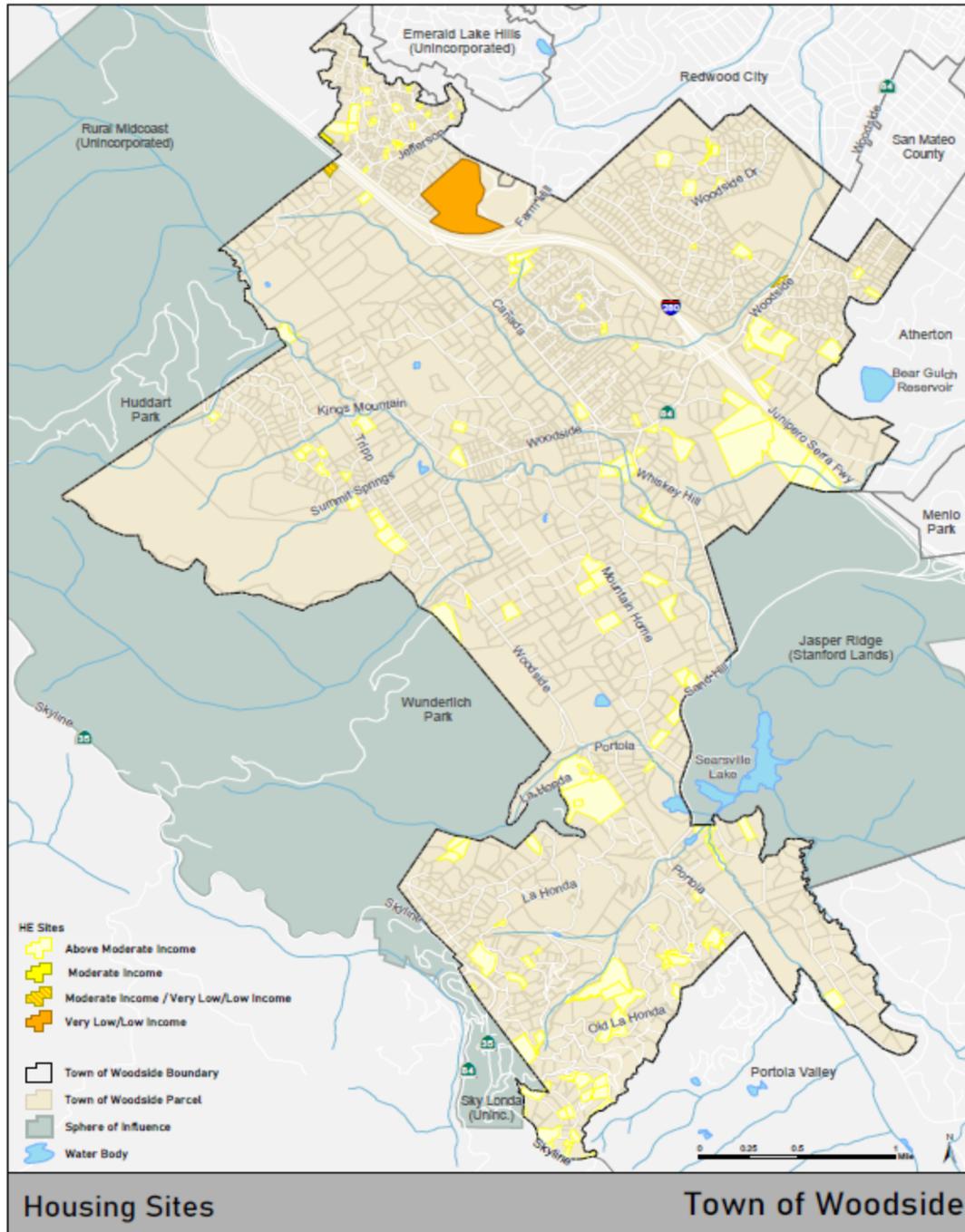
A Multi-family Residential district (MFRD) Overlay Zone was added to Cañada College in Cycle 5, along with development standards and an entitlement process to provide an opportunity for multi-family housing development that did not previously exist in the Town. In Cycle 4, the Town assisted in facilitating the construction of (60) affordable faculty and staff housing units (Cañada Vista, 22 units/acre) at the College. During Cycle 5, the College concentrated on a new 85,000 square foot Kinesiology & Wellness Center.

San Mateo County Community College District adopted a Districtwide Facilities Master Plan (FMP) in June 2022 that envisions the construction of affordable faculty and staff housing units on the Cañada College site in Woodside. Figure G-3 in Appendix G shows an excerpt from the FMP with the planned location of housing on a portion of the Cañada College campus. The District is in the

process of applying for a State grant to support housing at the College of San Mateo campus. If successful, the District would move to second and third phases to obtain grant funding to support student and family housing at its two other college campuses, including Cañada College. The second phase application will seek funding for Skyline College and could take place as soon as July 2023. The third phase application for grant funding for Cañada College is anticipated to occur during the RHNA planning period. The District has indicated that 75-80 units at Cañada College is a reasonable assumption. Program H3.2.a requires rezoning to allow multi-family housing by right and Objective Design Standards for new housing at Cañada College.

All sites identified for potential rezoning would require public hearings allowing for public input on specific development standards that can accommodate the identified densities. Further details for the site to be rezoned are provided in Figures 3-11 through 3-13.

Figure 3-10. Housing Sites



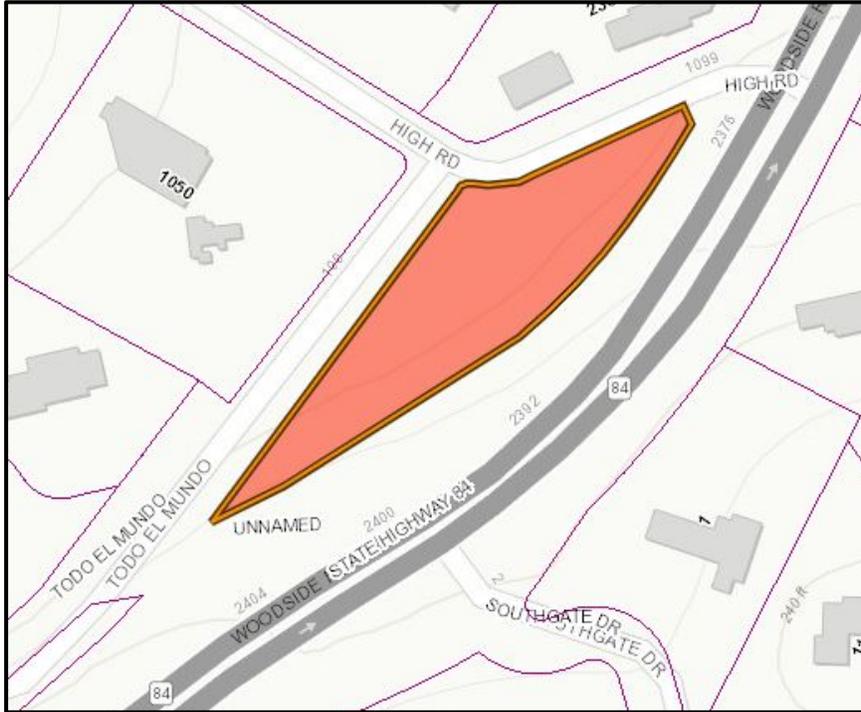
Sites to be Rezoned to Higher Density:

Town-owned Sites

Figure 3-11. Raymundo Drive Site.



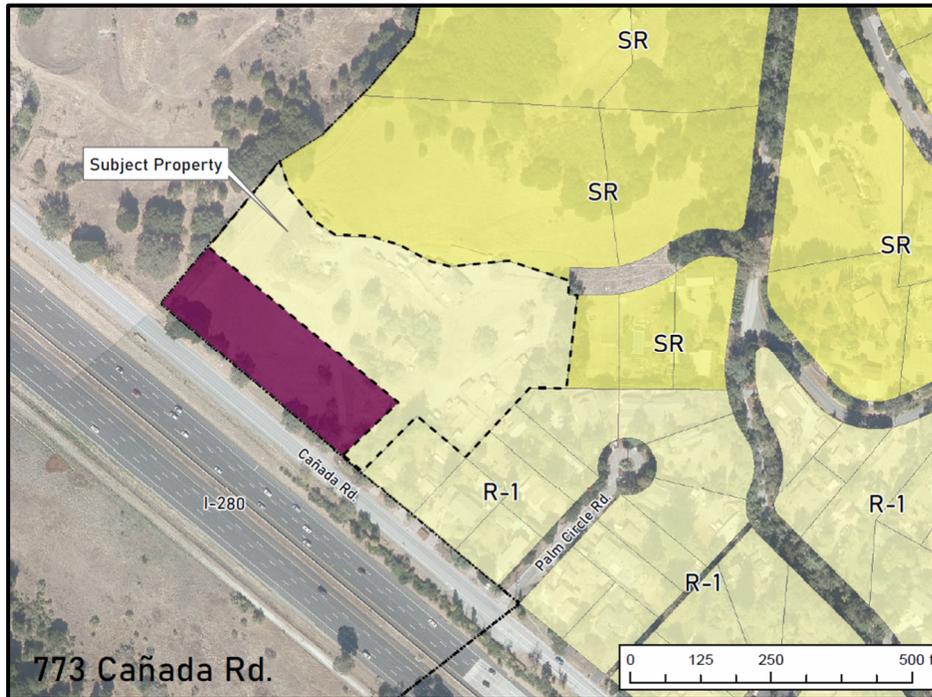
The Town-owned Raymundo Drive parcel (Assessor Parcel Number 072-041-040) is 1.770 acres (San Mateo County Assessor estimate). The site is relatively flat. The site has potential seismic constraints that may affect the project design but may not reduce the number of units that could be developed. The Raymundo site also has an estimated cost of \$2.6 million for connection to the sewer system. This site is vacant with some trees and is used by the Town Public Works Department for staging of tree/plant trimming waste before disposal. The Town can relocate staging of trimming waste, therefore it is not a barrier to the development of the site.

Figure 3-12. High Road Site

The Town-owned High Road parcel (Assessor Parcel Number 069-170-450) is 1.055 acres (San Mateo County Assessor estimate). Potential constraints include topography, drainage and soil conditions, and an existing PG&E easement for existing overhead electrical lines. The irregular shape of this site may minimize the flexibility of the housing development types (e.g., small lot development, semi-attached units, single-family development, etc.). This site is vacant; has mature trees and low-lying vegetation, which are not a barrier to development. The adjacent gas transmission line in the public ROW should be acknowledged, noting that development onsite can be permitted while following all construction safety requirements to avoid any conflict with the adjacent gas transmission line in the Todo El Mundo right-of-way and electrical lines within the existing onsite easement.

Private Property

Figure 3-13. 773 Cañada Road Site



The 773 Cañada Road Parcel (Assessor Parcel Number 068-100-220) is privately-owned and is 4.807 acres (San Mateo County Assessor estimate). The property owner is actively exploring higher density development on the lower portion of this parcel shown in purple. The development would require new sewer service. The site is adjacent and eligible to connect to the Town Center Sewer District with Town Council approval.

e. The Proposed RHNA Plan

The Proposed RHNA Plan is a mix of unit types that together can meet the Cycle 6 RHNA allocation of affordable housing units. The Proposed RHNA Plan includes a suite of housing prototypes and development opportunities, including: ADUs/JADUs (based on the results of a 2022 community survey), new single-family homes, land divisions (approved, active, and pending), very low- and

low-income multi-family housing at Cañada College, and higher density housing on one private property and two Town-owned sites as shown in Table 3-7.

Table 3-7 Proposed RHNA Plan

	Low and Very Low Income	Moderate Income	Above Moderate Income	Total
Current Zoning Sites				
Vacant Single-Family Sites			105	105
Non-Vacant Single-Family sites			44	44
Pipeline Projects	6	3	21	30
Cañada College	75			75
ADUs @ 15 units annually	72	36	12	120
Rezoning Sites				
773 Cañada Site @ 20 units/acre		16		16
High Rd. @ 20 units/acre	11	5		16
Raymundo @ 20 units/acre	12	5		17
Total	176	65	182	423
RHNA Allocation - Base	142	52	134	328
RHNA Buffer @ 20%	28	10	27	65
Total RHNA + Buffer	170	62	161	393
Surplus/Deficit	+6	+3	+21	+30

This plan is the same as Table G-2 in Appendix G Adequate Sites Inventory. See footnotes to Table G-2 for an explanation of how each site category is calculated.

f. The Relationship between Available Sites for Housing Development, and Development of Concrete Actions to AFFH:

The Town of Woodside is committed to affirmatively furthering fair housing options in the community, in accordance with State and federal law.

State law requires a jurisdiction to identify sites to meet its RHNA obligations throughout the community in a manner that is consistent with its duty to affirmatively further fair housing. Appendix K, Section 3.6 includes a detailed analysis to support this requirement. In summary, the analysis demonstrates that buildout of the inventory sites and production of ADUs/JADUs as forecast throughout Woodside would improve the balance of lower, moderate, and above moderate-income households in all Census block groups in Woodside and would increase access to High and Highest Resource areas for lower and moderate-income households.

The analysis of regional and local fair housing conditions included in Appendix K indicates that the whole of the Town of Woodside is classified as a Racially Concentrated Area of Affluence, and, further, that all tracts in the Town are classified as either High or Highest Resource, indicating that all provide exceptional economic, educational, and environmental opportunities for residents. To help redress this pattern and increase access to opportunity for lower and moderate income households in Woodside, as described more fully in Appendix G, the inventory identifies four sites with a combined capacity for 26 moderate and 98 lower income units, and it projects construction of 36 moderate and 72 lower income ADUs and JADUs throughout the community, based on permitting trends in Woodside since 2018. Further, Table 3-17 contained in Appendix K identifies additional meaningful actions that Town will take over the planning period to address the risk of displacement among renters, the rate of fair housing complaints among individuals with disabilities, and the potential for discriminatory practices in the real estate industry, as well as to further increase housing opportunities and expand access to opportunity for lower and moderate-income households.

g. Quantified Objectives for Construction Rehabilitation and Conservation of Housing

Rehabilitation and conservation of existing residential units at all income levels is important to maintaining habitable housing units within the Town of Woodside. The new units proposed in Table 3-8 below are the RHNA projections including a 20% buffer as outlined in Table 3-7. In 2023, 88 permits were issued to repair, remodel, and add onto existing ADUs and main residences. Extrapolating the 2023 permits issued over eight years creates 704 permits projected for repairs, remodels, and additions to existing ADUs and main residences. Policy H6.1 outlines three Programs to conserve the existing housing stock. Policy H6.2 outlines four Programs to assist with the rehabilitation of the existing housing stock, including granting exceptions necessary to rehab existing nonconforming housing units and connecting low income residents with the San Mateo County loan program for repairs and rehabilitation of existing units.

Table 3-8 Projected New and Rehabilitated Housing Units 2023-2031

Income	New Construction	Rehabilitation	Conservation/ Preservation
Extremely Low-	59	19	10
Very Low-	59	19	10
Low-	58	19	10
Moderate-	65	7	5
Above Moderate-	182	440	165
TOTAL	423	504	200

3.9 Housing Program and Action Plan – Guiding Principles, Goals, Policies, and Programs

The Cycle 5 Housing Element Programs were effective in helping the Town reach the RHNA targets for the cycle (Chapter 2, Table 2-5). RHNA targets for Cycle 6 significantly increase the housing unit targets from Cycle 5, as discussed above, requiring the Town to administer new programs and rezone to reach the new housing targets. The Town will increase opportunities for different housing types by having unit square footage maximums equivalent to current allowances for ADUs (up to 1,500 square feet). This Housing Element expands housing types available for different demographics. The Town balances the objective to make all parts of the community accessible with the need to encourage development of housing in areas with fewest environmental constraints and hazards.

A. Guiding Principles

Guiding Principle 1: Provide adequate housing for all persons regardless of race, color, ancestry/national origin, religion, income, age, disability, sex, sexual orientation, gender identity or expression, genetic information, marital status, familial status, military, or veteran status, and/or source of income.

Guiding Principle 2: Assure a variety of housing types within the context of the Town's General Plan and existing physical constraints.

Guiding Principle 3: Integrate new housing types while maintaining the Town's rural character and equestrian heritage.

Guiding Principle 4: Provide opportunities for housing to meet the needs of those families and individuals who wish to live in a rural setting—in quiet residential areas which provide privacy, separation from traffic, undisturbed terrain, extensive vegetation, and opportunities to keep horses and other animals.

Guiding Principle 5: Provide adequate and safe housing for households of varied income levels.

Guiding Principle 6: Allow housing development that is subordinate, sensitive, and complementary to the natural environmental setting and specific site conditions, including sites designated and rezoned for medium to high density housing with full consideration of environmental/service constraints.

B. Goals, Policies and Programs

Goal H1: Increase Opportunities for Development of Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs)

Policy H1.1 - Collect Information on Use of ADUs and JADUs, and Provide Outreach to Residents to Encourage Development of ADUs and JADUs

PROGRAMS:

a. ADU Survey

Update the existing ADU Survey, a required submittal during permitting of all new ADUs, detailing occupancy and rental costs of the unit(s) [as further described in Program H1.3.f.](#)

b. Outreach to Encourage ADUs

Conduct outreach to all residents to promote ADUs, and JADUs, by mailing postcards annually and posting details on the Town website, explaining the benefits of ADUs and JADUs, including multi-generational living/family support, caretaker housing, and sources of income. Additionally, the Town will continue to reach out to organizations and host public meetings on an annual basis to “demystify” past circulated assumed barriers to ADU and JADU construction.

Policy H1.2 - Promote ADUs and JADUs as an Opportunity for Affordable Housing to Promote an Inclusive and Equitable Community

PROGRAMS:**a. Prepare and Distribute Brochures on ADUs and JADUs**

Prepare and distribute annually a brochure explaining opportunities and design ideas for ADUs and JADUs. The brochure shall be reviewed on a bi-annual basis to ensure it remains up to date with new code changes.

b. Obtain and Distribute information from Companies that Specialize in ADU Construction

The Town shall solicit and obtain information from companies that specialize in ADU construction and transmit the information to residents through various outlets, such as updates on the Town website, quarterly or bi-annual mailings to residents, and public inquiries made with Planning Department staff.

c. Conduct ADU Workshops by New Town Council Districts

The Town conducted workshops in Fall 2022 for each district. Information was provided on state and local ADU laws. A total of 135 residents registered for the five ADU Workshops, and, on average, 61 percent attended (82 residents). The Town Council District 2 Workshop had the highest attendance at 70%. Of the 82 attendees, the comment cards recorded interest in developing 57 ADUs and 3 JADUs. The Town will continue to conduct additional periodic workshops throughout the planning period.

d. Revise ADU Ordinance Per State Law

Periodically amend the ADU ordinance to be consistent with State law.

Policy H1.3 – Continue to Remove Barriers to Construct ADUs and JADUs**PROGRAMS:****a. Modify Local Regulations to Permit Additional ADUs on Properties Exceeding Two Acres**

Adopt an ordinance for new development standards to allow additional ADUs (i.e., more than two ADUs) that meet basic setbacks on properties exceeding two acres. Complete by December 31, 2024.

b. Modify Local Regulations that Remove Barriers to Constructing ADUs and JADUs

Adopt an ordinance to revise development standards that create barriers to developing ADUs and JADUs. This may include allowing ADU septic systems, utilities, and ADUs themselves on slopes between 35% and 50% and areas required to remain in a Natural State. Complete by December 31, 2024.

c. Reduce Town Permit Fees for ADUs and JADUs

In 2022, the Town approved a plan to reduce certain ADU fees to remove barriers to construction. The estimated value of the fee reduction over the eight- year planning period is \$960,000.

d. Expedite Processing for ADUs and JADUs

Expedite stand-alone building permit processing for ADUs and JADUs from the Permit Streamlining deadline of 30 days to 20 days. This policy change will be included in the annual mailed information document on ADU's.

e. Develop Amnesty Program

Develop an Amnesty Program to legalize ADUs and JADUs constructed without permits prior to 2020, that meet current health and safety regulations, which includes an elimination of penalty fees. Publicize this program to encourage broad participation. The program will include inspection of units to provide, either a completion certification for units that meet code, or list of corrections needed to meet code, with a completion certification after code improvements are completed and inspected. After the program has been approved, information on the program will be included in the annual mailed information document on ADU's. The effectiveness of the program will be determined by the number of residents using the program.

f. Monitor ADU Production and Affordability

The Town shall require a survey to be completed by applicants building ADUs, requesting rent amount information, if the unit is part of an onsite worker compensation package, and/or if the unit will be occupied by a family member pursuant to Program H1.1.a. After two years following the adoption of the Housing Element, assess the number of applications for ADUs and JADUs approved and compare to the annual estimate of 15 units per year in Table 3-5 Proposed RHNA Plan. If the actual number of applications approved is less than 15 units annually, review measures to increase ADU production. After three years and again after six years in the planning period the Town will assess the ADU production rate, and if the production rate of 15 ADUs per annum is not being met, review the overall progress in meeting the RHNA Plan for a variety of housing types, and if there is a projected deficiency in meeting the production goals, adopt additional policies for meeting the RHNA including identifying policies to incentivize ADU production, and if needed, identify areas in the Town suitable for rezoning to 20 units per acre. If ADU production rate is not at least 15 units per year by the end of 2025, measures noted above shall be implemented by the

end of 2026. If the ADU production rate is not at least 15 units per year by the end of 2028, measures noted above shall be implemented by the end of 2029.

Goal H2: Affirmatively Further Fair Housing (AFFH):

Policy H2.1 - Provide Opportunities for Varied Housing Types with Access to High Resource Areas Amenities (schools, libraries, retail, restaurants, and services), and Transit Routes, including Bus Stops, Designated Bicycle Lanes, and Safe Routes to School Pathways.

PROGRAMS:

a. Establish Higher Density Zoning/Objective Design Standards near Freeway Access

Adopt an ordinance allowing higher density housing of up to 20 units/acre on one privately owned parcel (773 Cañada Road), and the two Town-owned sites at Raymundo Drive and High Road. These sites are conveniently located on an arterial near freeway access to reduce commute distances and thus greenhouse gas emissions. The ordinance will allow the developments meeting the density standards to be a permitted use by right per Government Code Section 65583.2(h) and (i). The rezoning and site-specific Objective Design Standards will establish appropriate development standards for the multifamily sites in order to facilitate achieving maximum allowable densities, and will be adopted by the end of 2024, as further outlined in Program H3.2.a.

b. Revisit the SB9 Development Standards

Revisit the SB9 development standards to encourage more SB9 Units, which would be smaller than main residences, with size limitations similar to ADUs (the maximum ADU size in Woodside is 1,500 square feet), thereby creating more affordable units.

c. Promote SB 9 Lot Splits

Provide information to property owners on SB9 lot split standards, and survey their interest in pursuing lot splits, as part of the annual information postcards mailed for ADU information in Policy H1.2.a.

d. Increase SB 9 Density Limits

Review the SB 9 ordinance to increase SB9 unit size limits s similar to existing ADU size limits.

e. Pursue Public Transit

Continue to request the extension of public transit routes to Woodside on an annual basis.

f. Home Sharing and Tenant Matching.

Home-sharing and tenant matching programs pair existing homeowners with renters in need of space. HIP Housing, based in San Mateo, runs a Home Sharing Program that matches Home Seekers and Home Providers and offers supportive services such as background checks, applicant interviews/screening, and facilitation of living together agreements. These programs make efficient use of existing housing stock and provide affordable rental rates without the need for new construction. Home sharing can be a particularly effective tool to support independent living for seniors and disabled residents while also increasing local housing opportunities for lower income earners who work in San Mateo County. Through this program, the Town will promote participation by Woodside homeowners in the HIP Housing Home Sharing Program by providing information at ADU workshops and continuing to refer interested parties to HIP Housing.

g. Anti-Discrimination Fair Housing Training and Fair Access to Housing

Increase awareness of fair housing practices among real estate professionals and lenders by working with organizations such as Hip Housing, HEART, San Mateo County ADU Resource Center and Department of Housing by creating tenant, landlord and real estate outreach and education workshops annually.

h. No-Net-Loss of Multi-Family Housing

In accordance with State Government Code Section 65863 any land that is zoned for higher density multi-family housing shall not be rezoned to a lower residential density.

i. Partner with HIP Housing for Support and Access to Housing for Special Needs Residents

Establish a partnership with HIP Housing to assist the Town with increasing production and outreach activities to promote ADUs; housing match services; support individuals with disabilities to find housing and/or services that would help existing residents to stay in their homes by providing in home support services; and, connecting low income residents programs/resources for rental assistance.

j. Partner with Project Sentinel and the Legal Aid Society of San Mateo County to Resolve and Promote Fair Housing Issues

Establish a partnership with Project Sentinel and the Legal Aid Society of San Mateo County to promote available housing issue resolution services and fair housing information that are advertised on the Town's website and sent out in the Town's newsletter.

k. Update the Town Center Area Plan

Update the Town Center Area Plan, and as a part of the planning process, determine areas within the Town Center that could accommodate different housing types, such as mixed-use, medium or high-density housing.

I. Housing Mobility

In coordination with Programs H2.1.a and H3.2.a, expand multi-family residential opportunities to new areas of the Town that currently lack multi-family housing options and affordable housing choices. Additionally, in coordination with Programs H.2.a, H2.2.d, H2.2.g, H3.3.c and H4.1.b, continue to support equal opportunity housing organizations to help with rental assistance and other support services, provide referrals to housing resources, establish a Density Bonus Ordinance, and Expand development exceptions for residents with disabilities.

Policy H2.2 Provide, Develop, and Maintain Public Information Regarding Housing Availability

PROGRAMS:

a. Provide Rental Availability Information

The Town will continue to provide information on its website as a resource for listings of affordable rentals (San Mateo County and HIP Housing home share programs) including ADUs.

b. Promote Public Participation

The Town will solicit additional input at rezoning hearings.

c. Support Equal Opportunity Housing Organizations

The Town supports a variety of equal opportunity housing organizations including HIP Housing and the Housing Endowment and Regional Trust (HEART) and provides links to

housing resources on its website, as outreach to protected classes based upon race, age, gender, family status, and religion.

d. Provide Referrals to Fair Housing Resources

The Town has and will provide links to housing resources on its website, including links to two investigative and enforcement agencies: the U.S. Department of Housing and Urban Development, and the State Department of Fair Housing and Employment. These agencies provide resources and a means for resolution of fair housing complaints, including filing complaints related to discrimination against protected classes.

e. Provide Multi-Lingual Information

The Town will distribute fair housing information in languages other than English, in handouts that will be distributed with ADU applications, and for display at Cañada College, Woodside Library, and Town Hall.

f. Provide Information for Non-Profit Housing Assistance Organizations

The Town will add information to the Town website on housing complaints enforcement and contact information for non-profit information and enforcement organizations, including Project Sentinel, Legal Aid Society of San Mateo County, and the Community Legal Services of East Palo Alto. Include this information in the handouts developed for ADU applications.

g. Rental Assistance

In Woodside, renters northeast of Canada and Whiskey Hill Road, including Hispanic renters in this area, are more cost burdened than in the rest of town. The Town provides information regarding rental assistance programs offered by the Housing Authority of the County of San Mateo County (HACSM), including financial support, pro-bono legal assistance and emergency rental assistance to low-income tenants facing eviction, and/or disputing with their landlords over the habitability of their rental unit. Through this program, the Town will also collaborate with HACSM and non-profit service providers active in the county, such as Nuestra Casa, Casa Circulo, and El Centro de Libertad, to proactively promote the availability of these programs with informational fliers and referrals from Promotoras.

h. English Learner Services

Woodside Elementary English learners have lower test scores and greater absenteeism than native English speakers. As a member of the San Mateo County Libraries Joint Powers Authority, the Town of Woodside supports a range of educational support services offered at the Woodside Branch, including live online tutoring, live help for language learners, online writing assistance, and the LEAP Learning Platform, a diagnostic test center with customized study plans, lessons, and live tutoring. Through this program, the Town will actively promote the availability of these programs to English learners. Town actions may include: posting information and links on the Town website; promoting services via Townwide newsletters; and, facilitating connections between Woodside Elementary teachers and Library staff.

Goal H3: Support Opportunities for Higher Density Housing

Policy H3.1 Support New Independent Housing at Cañada College

PROGRAMS:

a. Administer and Support new Independent Housing at Cañada College

The Woodside Town Council approved the Multi-Family Overlay Zone at Cañada College on January 27, 2015. The College District has prepared a Districtwide Facilities Master Plan for its three campuses that includes the construction of new housing, including independent units for families and individuals that attend or work at the College. The Town shall administer any permitting and/or local regulatory changes necessary to facilitate the development of the housing units. The Town commits to creating new zoning districts and Objective Design Standards (ODS) on the Cañada College campus, which will allow multi-family housing by right. The ordinance will allow the housing developments meeting the density standards to be permitted uses by right per Government Code Section 65583.2(h) and (i). ~~as further outlined and described in Programs H2.1.a and H3.2.a.~~ As noted in each of those programs, the Town will adopt the new multi-family development standards and ODS before the end of 2024. The Town will provide any additional resources it can to help ensure the desired housing is constructed. The Town will assist the District in obtaining local non-profit, state and/or federal financing to allow a portion of the units to be affordable to very low income (50 units) and low income (25 units) persons. The Town commits to ongoing bi-annual discussions with the College District to determine how the Town can support the District's facilities master plan implementation schedule, and that permits are issued this RHNA Cycle 6 planning period. If Cañada College does not submit a construction application for new housing units by the end of 2027, the Town will determine if other areas in the Town are

suitable for rezoning at the same density of 20 units per acre and rezone feasible sites by the end of 2028.

b. Streamline Cañada College Housing Development Entitlement

Collaborate with the San Mateo County Community College District to streamline the entitlement process for housing development at Cañada College. The target housing goals are at least 75 units, of which 50 are very low income and 25 are low income, to implement the Cycle 6 RHNA.

Policy H3.2 Rezone Properties Allowing Increased Housing Density

PROGRAMS:

a. Rezone and Create Objective Design Standards for Sites Identified in the Housing Element to Accommodate Multi-Family Housing, Table 3-7

Complete rezoning of sites identified in the Housing Element, Table 3-~~47~~, to allow for higher density residential development of 20 units per acre. The Town ~~is developing~~shall develop/approve new multi-family zoning ~~standards-requirements, such as maximum height, maximum lot coverage, minimum setbacks, minimum parking standards, etc.,~~ that will establish appropriate development standards for multifamily sites in order to facilitate achieving maximum allowable densities ~~accommodate the maximum density~~ at 20 units per acre, and ~~the Town is creating~~shall develop/approve ~~different~~ Objective Design Standards (ODS) that are tailored for each site specified for new multi-family housing within the planning cycle in Table 3-7. The ordinance will allow the developments meeting the density standards to be permitted uses by right per Government Code Section 65583.2(h) and (i). Zoning requirements and ODS, including but not limited to, maximum height, maximum lot coverage, minimum parking spaces per unit, minimum setbacks, etc., approved by the Town shall not restrict the ability to construct the maximum residential unit density at the affordability rates outlined in the Table 3-7. The adoption of new multi-family zoning development standards and site specific ODS will be adopted before the end of 2024. The disposition of Town-owned sites that are rezoned will be pursuant to the Surplus Land Act process. Within two years of the completion of the rezoning of the Town-owned sites the Town will issue a Notice of Availability pursuant to the Surplus Land Act to solicit affordable housing developers to develop the sites. The Town will facilitate the approval of entitlements and building permits and will cooperate with the applications for state and federal funding for affordable units. If the sites are not sold or a contract is not completed with a developer with a schedule to obtain building permits by the end of 2028, the Town will determine

if other areas in the Town are suitable for rezoning at the same density of 20 units per acre and rezone feasible sites by the end of 2029.

b. Amend Multi-Family Residential Zone

Amend the Municipal Code MFRD zone to decrease the maximum lot size from 2,400 square feet to 2,200 square feet to increase the density in this zone from 18 to 20 units per acre, to meet Government Code Section 65583.2 density standards.

Policy H3.3 Incentivize Higher Density Housing

PROGRAMS:

a. Reduce Fees for Higher Density Housing if Barriers to Development

Review Town permit fees for higher density housing to determine if fees need be reduced to further remove barriers to construction. The outcome of the review may be the reduction of fees for projects that are in multi-family (~~MFRD~~) zones that achieve 20 units per acre with and to assist with the creation of affordable units (below above moderate income) to meet the Cycle 6 RHNA. The review will be completed by the end of 2024. By the end of 2027, the Town shall evaluate Town permit fees established for multi-family housing development that include affordable units to meet the Cycle 6 RHNA Plan, and if determined that existing permit fees are a barrier to the construction of such multi-family affordable units, the Town shall reduce the permit fees.

b. Expedite Processing for Higher Density Housing

Expedite processing for higher density housing including ADUs, JADUs, and developments of 20 units per acre from the Permit Streamlining deadline of 30 days to 20 days. Applicants for higher density housing will be informed of this policy when inquiries are made for higher density sites and as part of the ADU page on the Town website.

c. Density Bonus Ordinance

Adopt a density bonus ordinance to implement the State density bonus law.

Policy H3.4 Assist with the Development of Extremely Low-Income Housing

Assist with the development of extremely low-income housing through a variety of incentives. In addition to reducing fees and expediting permit processing as set forth in policies H3.3.a and b, consider modification of development standards (e.g., parking on a project basis), and assist non-

profit developers with applications for State and federal grant, loan, and tax credit programs for project funding.

Goal H4: Promote the Availability of Housing for Special Needs Groups

Policy H4.1 - Promote Affordable Housing Opportunities for Persons with Disabilities of all types, not limited to Physical Disabilities

PROGRAMS:

a. Continue Access to Housing for people with Disabilities

Continue to enable people with disabilities to access their homes through Town development standard exceptions for accessibility modifications and other available programs. Continue to recommend that the County direct CDBG funds to support its Housing Accessibility for Persons with Disabilities program at the Center for Independence of Individuals with Disabilities. The Town will direct inquiries for house modifications for people with disabilities to the County program. Public information regarding the program is available on the Town's website. The Town will develop and implement a Reasonable Accommodation Procedure to inform disabled persons of their rights and remedies under the federal Fair Housing Act and Americans with Disabilities Act, including Town code exceptions and referrals to County and non-profit resources for resolution of discrimination complaints, and funding resources for home modifications. The procedure will be developed and added to the existing Housing Resources webpage by the end of 2023 and will be added to the annual mailout of information regarding ADUs.

b. Amend Zoning Ordinance to Expand Exceptions for People with all types of Disabilities

The Town will amend and expand the existing Municipal Code to provide units accessible by people with any type of disability and including Section 153.204 - Exceptions for Minor Improvements for Disabled Access – to include ADUs.

c. Group Homes/Supportive Housing

Continue to allow group homes/supportive housing with ~~six (6) or fewer persons over seven (7) persons~~ –in all residential districts, as required by State law. Group homes are considered supportive housing and are allowed in all residential districts pursuant to Welfare and Institutions Code Section 5116. Supportive housing is a permitted use in the Town's zoning code under Municipal Code Section 153.107(Table A-1). As defined in Municipal Code Section 153.005, supportive housing that is occupied by the target population, and that is linked to onsite or offsite services that assists the resident in retaining housing and improving health that has no limit on

the length of stay. The Municipal Code already allows for supportive housing in single family residential districts to follow the same form of development (floor area, setbacks, heights, accessory structures, etc.) that is currently permitted. This Program shall prohibit the Town from modifying development standards in a way that would prohibit supportive housing or group homes. In conjunction with the adoption of multi-family development requirements and Objective Design Standards (ODS) (Programs H2.1.a and H3.2.a), the Municipal Code will be updated to ensure supportive housing and group homes are permitted in the new multi-family zoning districts by adopting an ordinance prior to the end of 2024.

d. Support for Individuals with Disabilities

Fair housing complaints are disproportionately related to disability in San Mateo County, and while the overall number is small, there have been disability-related complaints lodged in Woodside. Additionally, the incidence of disability among both male (20%) and female (14.9%) Woodside residents living in poverty is disproportionately high. Through this program the Town will partner with Center for Independence for Individuals with Disabilities (CID) to promote the availability of programs and services for individuals with disabilities in Woodside. CID is a San Mateo County-based private, nonprofit corporation that provides direct and indirect services to more than 2,000 people. Town actions may include providing information and links to CID programs and services in Townwide newsletters; and co-hosting informational events.

Policy H4.2 - Promote Affordable Housing Opportunities and Services for Lower Income Residents, including Service Personnel, People with Disabilities, Caretakers, Equestrian Managers/Employees, and Public Sector Employees

PROGRAMS:

a. Private Sector Employee Housing

Revise the Town Housing Resources webpage to provide information on the provisions of the Employee Housing Act and contact information for the San Mateo County Department of Environmental Health Services as the regulator of the law. Provide this information to property owners as part of the annual mailout for ADUs information.

b. Employee Housing

Promote opportunities for affordable housing to local employees (e.g., housing match services), which also reduces greenhouse gas emissions.

c. Workforce Housing

The High Road (APN 69170450) and Raymundo Drive (APN 72041040) properties owned by the Town have been identified as candidates for redevelopment with affordable housing, in consultation with non-profit housing developers. Through this program, the Town will seek to partner with a non-profit developer or non-profit developers for the construction of workforce housing to meet the needs of lower and moderate-income households in Woodside. In making these properties available for affordable housing development, the Town will comply with the requirements of the Surplus Lands Act. Within two years of the completion of the rezoning of the Town-owned sites the Town will issue Notice of Availability pursuant to the Surplus Land Act to solicit affordable housing developers to develop the sites. The Town will facilitate the approval of entitlements and building permits, and will cooperate with the applications for state and federal funding for affordable units. If the sites are not sold or a contract is not completed with a developer with a schedule to obtain building permits before the end of the planning period by the end of 2028, the Town will determine if other areas in the Town are suitable for rezoning at the same density of 20 units per acre and rezone feasible sites by the end of 2029.

Policy H4.3 - Other Special Needs Housing

PROGRAMS:

a. Cooperate with Agencies Providing Emergency Shelter and Update Parking Standards

The Town shall cooperate with agencies providing emergency shelter and transitional housing for the homeless, victims of domestic violence, and those in immediate crisis. Support includes the permitted use zoning for these facilities in the Community Commercial zone, working with any providers to carefully review development standards pursuant to Government Code Section 65583(a)(4)(A), and to find possible solutions to any barriers that may arise for a specific project. Ongoing support would be provided by Town staff as needed by any organization interested in establishing an emergency shelter within Woodside. The Town shall establish specific parking standards for emergency shelters that correspond with industry standards, which would be sufficient parking to accommodate all staff working in the emergency shelter, provided that the standards do not require more parking for emergency shelters than other residential or commercial uses within the same zone.

b. Supportive Housing in the Multi-Family Residential Development Overlay Zone (MFRD)

Amend the Municipal Code Section 153.110.E-Review Process, to allow supportive housing as a by-right use in the MFRD zone provided the conditions of State law for affordability restrictions are met.

c. Low Barrier Navigation Centers

Amend the Municipal Code to identify Low barrier navigation centers as a form of supportive housing as defined by State law, that are by-right use for multi-family zones per Government Code Section 65660.

d. Single Room Occupancy Units (SRO)

Amend the Municipal Code to add SRO units as a permitted use in the Community Commercial zone.

e. Farmworker Housing

Amend the Municipal Code to add farmworker housing as a residential use allowed in all residential and commercial zones except MFRD and define single-family zoning to include farmworker housing of up to six employees; and farmworker housing up to 12 units or 36 beds as a permitted use in zones allowing agricultural uses per the Employee Housing Act (Health and Safety Code 17021.5).

f. Senior Amenities

Continue to pursue a housing project for seniors.

Goal H5: Plan for a Resilient Community:

Policy H5-1: Minimize Damage from Natural Disasters

PROGRAMS:

a. Update the Very High Fire Hazard Severity Zones (VHFHSZ) Map

Update the Town’s Fire Hazard Map on an ongoing basis to be consistent with CalFIRE maps.

b. Improve Emergency Access and Response in the Very High Severity Fire Hazard Zones

Utilize resource materials developed as part of the Local Hazard Mitigation Plan (LHMP) and work with the Woodside Fire Protection District (WFPD) to identify potential Emergency Vehicle Access (EVA) routes where only one access point currently exists on streets within WUI areas. Ensure visible street signs and accommodate projects providing adequate water supplies for fire suppression.

c. Facilitate and Encourage Neighborhood Preparedness

Encourage neighbors to organize and work with the Town’s Emergency Preparedness Committee, the Woodside Fire Protection District, and Citizens Emergency Response Team (CERT) annually to prepare for natural disasters, including planning for evacuation of people and animals, developing go-bags, and setting up communication networks among neighbors. Include information to the annual mailout to property owners about the CERT program and preparedness resources available on the Town’s Emergency Services page.

Policy 5.2 - Provide Adequate Utilities

PROGRAMS:

a. Provide Sewer Service to Address Waste Disposal Failures

Continue to support sewer system access to those areas experiencing septic failure, when contiguous to a sewer district. For properties that are a significant distance from any sewer infrastructure, they may pursue alternative onsite effluent disposal with approval by the San Mateo County Department of Environmental Health. Information can be provided to property owners by the Town’s Engineering Department and by the San Mateo County Department of Environmental Health.

b. Prioritize Sewer for Higher Density Residential Development

Encourage sanitary service districts to prioritize sewer allotments for higher density residential development for affordable housing.

c. Coordinate with CAL-Water to ensure Adequate Water Supplies

Work with the Town Engineering Department to ensure housing units and projects are proposed in areas with adequate water supplies for domestic use and wildfire suppression.

GOAL H6: Conserve & Rehabilitate the Existing Housing Stock & Develop New Housing Stock

Policy H6.1 - Conserve the Existing Housing Stock

PROGRAMS:

a. Apply California Building Code

The Town shall continue to apply the California Building Code to preserve the existing housing stock and historic structures.

b. Maintain and Improve Housing

Maintain the character and quality of existing housing, which is in good condition, and improve the character of housing wherever substandard structures are found.

c. Enforce Housing Standards

The Town's code enforcement staff and building inspector will continue to follow up on complaints regarding housing conditions. Violations will be brought into conformance in a timely manner. The emphasis is on maintaining the existing housing stock. If circumstances dictate (e.g., low-income households, or limited income seniors), the property owner will be referred to the County to determine if funds for housing improvements are available.

Policy H6.2 - Rehabilitate the existing housing stock

PROGRAMS:

a. Continue to Encourage and Facilitate Home Rehabilitation

Continue to encourage and facilitate the rehabilitation and/or expansion of existing housing units.

b. Provide for Exceptions and Variances

Continue to provide for setback exceptions and variances to recognize limitations on existing structures to allow remodeling or small additions rather than demolition and construction of new structures. Municipal Code Section 153.940 sets forth the discretionary approval process for variances by the Planning Commission. Findings for approval are listed as the basis for the Commission decision.

c. Evaluate and Modify Development Standards in the Western Hills

Using the model developed in The Glens, evaluate opportunities to relax development standards, including minimum lot sizes, to provide property owners with more development flexibility, which will remove barriers for the construction of new residential units and additions/remodels to existing units. Complete this review and adopt an ordinance to modify development standards in the Western Hills neighborhoods by the end of 2025.

d. Utilize Rehabilitation Programs

Encourage the private sector to rehabilitate and construct new housing through the Town's policies and programs and inform low- and moderate-income residents about the County's

Rehabilitation Loan Program. The Town's website contains information about County rehabilitation programs under the "Housing Resources" page.

Policy H6.3 - Promote Sustainability Including Energy Efficient Housing

PROGRAMS:

a. Promote and Enforce Energy Efficiency and Sustainability

Continue to require compliance with Title 24 of the State's building regulations. In addition, disseminate energy conservation information available from other agencies, such as PG&E's solar subsidy program and energy audits. Require compliance with the Solar Mandate which requires installation of photovoltaic panels on all new residences (houses, condominiums, and apartment projects) up to three stories to offset their use of electricity.

b. Encourage Energy Efficient Building Design and Materials

Continue to encourage the inclusion of energy saving siting, features, and materials in the retrofit of existing units, the construction of new units, and the development of new subdivisions. Require compliance with all fire regulations.

C. Action Plan for Program Implementation

As required by State law, Section 65583(c) of the Government Code, an Action Plan has been established to implement the goals, policies, and objectives contained in the Housing Element. Table 3-5 is Woodside's Action Plan for Program Implementation identifying schedule, status, and departments responsible for implementation of programs designed achieve the Housing Element objectives.

Table 3-9. Action Plan for Program Implementation

The Housing Element programs proposed for the Cycle 6 reporting period (2023-2031), including targets and implementation, are included below.

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
GOAL H1: Increase Opportunities for Development of Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units							
Policy H1.1 – Collect Information on Use of ADUs and JADUs, and Provide Outreach to Residents Encouraging Development of ADUs and JADUs							
a.	ADU Survey	Planning	General Fund	Response rate	100% response rate	Update the Survey by the end of 2023 and distribute annually Provide to applicants – ongoing	ADU Survey/Factor #3
b.	Outreach to Encourage ADUs	Planning	General Fund	Response rate	Mailings to all residents and annual meetings	Ongoing and annually	Appendix E/Factor #3
Policy H1.2 – Promote ADUs and JADUs as an Opportunity for Affordable Housing -Inclusive and Equitable Community							
a.	Prepare and Distribute Brochures on ADUs/JADUs	Planning	General Fund	Number of new ADUs and JADUs applications approved	Meet RHNA targets for ADUs and JADUs	Complete Brochure by end of 2023 and distribution is ongoing and annual	Appendix E/ Factor #3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
b.	Obtain and Distribute Information from Companies that Specialize in ADU Construction	Planning/Building	General Fund	Number of residents reached/ participating	All Woodside residents aware of and potentially benefitting from information	Complete by the end of 2023, with annual updates	Appendix E/ Factor #3
c.	Conduct ADU Workshops by New Town Council Districts	Planning	General Fund	Number of residents participating	All Woodside residents aware of and potentially benefitting from information	Completed October 2022. Additional workshops to be conducted periodically.	Appendix E/ Factor #3
d.	Revise ADU Ordinance	Planning	General Fund	Revision of ordinance	All Woodside residents aware of and potentially benefitting from information	2023 for initial HCD recommendations; on-going as law changes	Appendix E/ Factor #3
Policy H1.3 – Continue to Remove Barriers to Constructing ADUs and JADUs							
a.	Modify Local Regulations to Permit Additional ADUs on Properties Exceeding Two Acres	Planning	General Fund	Increase development of new ADUs	Meet RHNA targets for ADUs and JADUs	Complete by the end of 2023	Appendix E/ Factor #3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
b.	Modify Local Regulations to Remove Barriers to Constructing ADUs and JADUs	Planning	General Fund	Increase development of new ADUs and JADUs	Meet RHNA targets for ADUs and JADUs	Complete by the end of 2023	Appendix E/ Factor #3
c.	Reduce Town Permit Fees for ADUs and JADUs	Planning	General Fund Estimated \$960,000 cost	Town's ability to increase financial subsidies for ADU and JADU permit fees.	Reduce fees as financially feasible, and review on an annual basis to determine if fees can be further reduced.	Completed 2022	Appendix E/ Factor #3
d.	Expedite Permitting for ADUs and JADUs	Planning/Building	General Fund	Reduce Town plan check time from the State Permit Streamlining deadline of 30 days to 20 days	Meet the 20-day plan check target for all ADUs and JADUs	Begin January 2023 Ongoing	Appendix E/ Factor #3
e.	Develop Amnesty Program for ADUs and JADUs	Planning	General Fund	Number of residents using program	Permit 100% of existing non-permitted ADUs	Complete by the end of 2024	Appendix E/ Factor #3
f.	Monitor ADU Production <u>and Affordability</u>	Planning	General Fund	Number of ADU/JADU applications processed	Meet RHNA target	If ADU production rate is not at least 15 units per year by the end of 2025,	Appendix E/ Factor #3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
						<p>adopt additional policies for meeting the RHNA including identifying policies to incentivize ADU production, and if needed, identify areas in the Town suitable for rezoning to 20 units per acre shall be implemented by the end of 2026. If the ADU production rate is not at least 15 units per year by the end of 2028, measures noted above shall be implemented by the end of 2029.</p> <p><u>Require ADU survey to be completed by applicant at permit issuance asking for proposed rent level for the ADU.</u></p>	
<p>Goal H2: Affirmatively Further Fair Housing (AFFH)</p>							

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
Policy H2.1 – Provide Opportunities for Varied Housing Types with Access to High Resource Areas Amenities (schools, libraries, retail, restaurants, and services), and Transit Routes, including Bus Stops, Designated Bicycle Lanes, and Safe Routes to School Pathways							
a.	Establish Higher Density Zoning and Objective Design Standards Near Freeway Access	Planning	General Fund	Ordinance adoption	Meet the RHNA target and goals to provide more affordable housing	Complete by December 31, 2024	Appendix G/Factor #1 & 3
b.	Revisit SB9 Unit Development Standards; Inform residents of program.	Planning	General Fund	Ordinance adoption; number of postcards and electronic info distribution	Revisit SB9 development standards to encourage more SB9 Units	Complete ordinance review by the end of 2024. Annual distribution of info and survey of interest	Appendix G/Factor #1 & 3
c.	Promote SB 9 Lot Splits	Planning	General Fund	Number of lot split applications	Meet RHNA targets	Annually	Appendix G/Factor #1 & 3
d.	Increase SB 9 Density limits	Planning	General Fund	Ordinance amendment	Increase density to meet RHNA targets.	Complete ordinance review by the end of 2024	Appendix G/Factor #1 & 3
e.	Provide Public Transit	Planning/ Public Works	General Fund	Response from SamTrans	Seek bus routes in Woodside	Annually	Appendix F/ Factor #3
f.	Home Sharing/Tenant Match	Planning	General Fund	10 home sharing matches	Matching Woodside housing with employees	Promote Home Sharing Program at ADU events starting Q3 2023	Appendix F/ Factor #3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
g.	Anti-Discrimination and Fair Housing Training	Planning	General Fund	Number of education sessions held annually	Increase awareness of fair housing practices among real estate professionals lenders, landlords, and tenants	Contact non-profit groups in Q4 2024; annual coordination on support activities	Appendix F/ Factor #3
h	No Net-Loss of Multi-family Housing	Planning	General Fund	Retention of of multi-family housing zoning	Any land that is zoned for higher density multi-family housing shall not be rezoned to a lower residential density	Ongoing	Appendix F/ Factor #3
i.	Partner with HIP Housing for Support and Access to Housing for Special Needs Residents	Planning	General Fund	Number of residents that utilize services to help new residents find housing and existing residents to remain in their homes	Establish a partnership with HIP Housing to assist the Town with outreach; housing match services; support individuals with disabilities; and, connecting low-income residents with programs/resourc	Establish partnership with Hip Housing by the end of 2024	Appendix F/ Factor #3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
					es for rental assistance		
j.	Partner with Project Sentinel and the Legal Aid Society of San Mateo County to Resolve and Promote Fair Housing Issues	Planning	General Fund	Number of residents that utilize services	Establish a partnership with Project Sentinel and the Legal Aid Society of San Mateo County to promote available housing issue resolution services and fair housing information	Establish partnership with Project Sentinel and the Legal Aid Society of San Mateo County by the end of 2024	Appendix F/ Appendix B Factor #1, 2, &3
k.	Update the Town Area Center Plan	Planning	General Fund	New Housing Opportunities within the Town Center	Update the Town Center Area Plan, and as a part of the planning process, determine areas within the Town Center that could accommodate different housing types, such as mixed-use,	Complete update by end of 2026	Appendix F/ Factor 3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
					medium or high-density housing.		
I.	Housing Mobility	Planning	General Fund	Number of constructed affordable housing units, rehabilitated units for those with disabilities, and forged partnerships with organizations that provide support services to low income residence and those with special needs	Expand multi-family residential opportunities to new areas of the Town that currently lack multi-family; continue to support equal opportunity housing organizations to help with rental assistance and other support services, provide referrals to housing resources, establish a Density Bonus Ordinance, and Expand development exceptions for	Ongoing throughout Planning Period	Appendix F/ Factor 3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
					residents with disabilities		
<i>Policy H2.2 Provide, Develop, and Maintain Public Information Regarding Housing Availability</i>							
a.	Provide Rental Availability Info	Planning	General Fund	Number of inquiries	Lower income residents	Annually and on-going	Appendix B/ Factor #1,2, &3
b.	Promote Public Participation	Planning	General Fund	Number of meetings	All residents	Hearings on rezonings	Appendix H/ Factor #2
c.	Support Equal Opportunity Housing Organizations	Planning	General Fund	Number of referrals	All residents	Create links on Town website	Appendix K/Factor #1
d.	Provide Referrals to Fair Housing Resource's	Planning	General Fund	Number of referrals	All residents	Add links on Town website	Appendix K/Factor #1
e.	Provide multi-Lingual Info	Planning	General Fund	Creation of multi-lingual documents	All Residents	2024	Appendix B/ Factor #2
f.	Provide Info on Non-profit Housing Organizations	Planning	General Fund	Creation of information	All residents	2024	Appendix K/Factor #1
g.	Rental Assistance	Planning	General Fund	Increase housing security for renters northeast of	All residents and employees	Identify non-profit partners by Q4 2024; coordinate annually with HACSM and	Appendix K/Factor #1

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
				Canada and Whisky Hill Road		partners on promotional activities	
h.	English Learner Services	Planning	General Fund		Support skills development in non-native English-speaking youth in Woodside	Post information on website by Q2 2023; promote services via newsletter semi-annually starting Q3 2023; facilitate school-library connections annually starting Q2 2024	Appendix K/Factor #1
Goal H3: Support Opportunities for Higher Density Housing							
Policy H3.1 – Support New Independent Housing at Cañada College							
a.	Administer and Support new Independent Housing at Cañada College by adopting multi-family zoning standards and Objective Design Standards (ODS) to ensure multi-family units in accordance with the Master	Planning/Town Administration	General Fund	Collaboration with SMCCC	75 or more units constructed during RHNA Cycle 6 period	Implement zoning development standards and ODS for multi-family housing by the end of 2024. Ongoing discussions on a bi-annual basis to receive status updates on housing construction and to determine if the Town can provide assistance	Appendix G/Factor #2 & 3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
	Facilities Plan will be allowed by right and up to 20 units per acre.						
b.	Streamline Cañada College Housing Development Standards	Planning	General Fund	Ordinance adoption	75 or more units constructed	End of 2024	Appendix G/Factor #2 & 3
Policy H3.2 – Rezone Properties Allowing Increased Housing Density							
a.	Rezone Sites and create Objective Design Standards for multi-family sites Identified in the Housing Element, Table 3-7, and contract with affordable housing developer for Town owned sites	Planning	General Fund	Meet RHNA targets	Meet RHNA targets	Complete rezoning and ODS by end of 2024, and partner with affordable housing development for Town owned sites by the end of 2028	Appendix G/Factor #2 & 3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
b.	Amend MFRD zone maximum lot size to 2,200 square feet = 20 du/ac	Planning	General Fund	Ordinance adoption	Meet RHNA targets	2024	Appendix G/Factor #2 & 3
Policy H3.3 – Incentivize Higher Density Housing							
a.	Reduce Fees for Higher Density Housing if Barriers to Development	Planning	General Fund	Town’s ability to increase financial subsidies for ADU and JADU permit fees	Reduce fees as financially feasible, and review on an annual basis to determine if fees need to be further reduced	Complete by the end of 2024 and ongoing. <u>Review fees by 2027 to determine if fees need to be further reduced if creating a barrier to the construction of multi-family housing.</u>	Appendix F/Factor #2 & 3
b.	Expedite Processing of Higher Density Housing	Planning/Building	General Fund	Reduce Town plan check time from the State Permit Streamlining deadline of 30 days to 20 days	Meet the 20-day plan check target for all ADUs and JADUs and developments of 20 units per acre	Begin July 2023 Ongoing	Appendix F/Factor #2 & 3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
c.	Adopt Density Bonus Ordinance	Planning	General Fund	Ordinance adoption	Affordable development project	2024	Appendix F/Factor #2 &3
Policy 3.4 Assist with Development of Extremely Low-Income Housing							
a.	Provide incentives including Development standards modification	Planning	General Fund	Projects assisted	Non-profit housing developers	On-going	Appendix F/Factor #2 &3
Goal H4: Promote the Availability of Housing for Special Needs Groups							
Policy H4.1 – Promote Affordable Housing Opportunities for Persons with Disabilities of All Types, not Limited to Physical Disabilities							
a.	Continue to Enable Access to Housing for People with Disabilities. Develop a Reasonable Accommodation Procedure	Planning	General Fund	People with Disabilities ability to find accessible housing.	Apply existing codes allowing exceptions to development standards to allow access for people with disabilities	Ongoing Develop procedure in 2024	Appendix B/ Factor #1,2 & 3
b.	Amend Zoning Ordinance to Expand Exceptions for People with	Planning	General Fund	People with Disabilities ability to find accessible housing.	Amend codes to provide units accessible by people with any type of disability including ADUs.	Complete by the end of 2025	Appendix B/ Factor #1,2 & 3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
	Disabilities to include ADUs						
c.	Group Home and Supportive Housing permitting procedures	Planning	General Fund	Develop supportive housing zoning classification for facilities exceeding six residents	Continue to permit group homes and supportive housing in all residential zones similar to other residential uses of the same form in the same zone. Update Municipal Code to allow supportive housing and group homes in new multi-family residential zoning districts	Ongoing to continue to allow uses, and adopt an ordinance to allow group homes and supportive housing in new multi-family residential districts by the end of 2024	Appendix F/ Factor #1 & 2
d.	Support for Individuals with Disabilities	Planning	General Fund	25% increase in participation in CID programs and services by	Woodside individuals with disabilities	Annually throughout the planning period starting Q3 2023	Appendix F/ Factor #1 & 2

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
				Woodside residents			
Policy H4.2 – Promote Affordable Housing Opportunities for Students, Service Personnel, People with Disabilities, Caretakers, Equestrian Managers/Employees, and Public Sector Employees							
a.	Private Sector Employee Housing Resources	Planning	General Fund	Information added to Town website and property owner mailouts	Woodside employees	2024	Appendix B/ Factor # 3
b.	Employee Housing	Planning	General Fund	Number of local workers able to access housing in Town	Promote opportunities for affordable housing to local employees (e.g., housing match services)	Ongoing	Appendix B/ Factor # 3
c.	Workforce Housing. Contract with affordable housing developer for Town owned sites identified for multi-family housing.	Planning	General Fund	23 lower income units and 10 moderate income units by 2031	Woodside employees	Prepare and release an RFP by Q2 2025 Contract with affordable housing developer for Town owned sites identified for multi-family housing by the end of 2028.	Appendix B/ Factor # 3
Policy 4.3 – Other Special Needs Housing							

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
a.	<p>Cooperate with Agencies Providing Emergency Shelter and update Municipal Code to create specific parking standards, and update zoning standards if any standard is shown to be a barrier pursuant to Government Code Section 65583(a)(4)(A), uses within the same zone.</p>	Planning	General Fund	Interest from Agencies	<p>Continue to permit housing types that meet Zoning, and health and safety development regulations for Emergency Shelters, and update the Municipal Code to establish parking standards for Emergency Shelters before the end of 2025</p>	<p>Ongoing review of development standards, and update parking standards for Emergency Shelters before the end of 2025</p>	Appendix B/ Factor #3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
b.	Amend Muni Code for Supportive Housing as a permitted use without discretionary review in zoning districts allowing multi-family housing.	Planning	General Fund	Code amendment	Supportive housing organizations	2025	Appendix F/ Factor #3
c.	Amend Muni Code for Low Barrier Navigation Centers	Planning	General Fund	Code amendment	Supportive housing organizations	2025	Appendix F/ Factor #3
d.	Amend Muni Code for SRO Units as a permitted use without discretionary review in the Commercial Zone that allows residential uses.	Planning	General Fund	Code amendment	Lower income residents	2025	Appendix F/ Factor #3

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
e.	Amend Muni Code to Allow Farmworker Housing	Planning	General Fund	Code amendment	Lower income farmworkers	2025	Appendix F/ Factor #3
f.	Senior Amenities	Planning	General Fund	Town consideration of standards for different types of senior housing	Provide viable options for seniors living in Woodside	Complete by the end of 2026	Appendix B/ Factor #3
Goal H5: Plan for a Resilient Community							
Policy H5-1 - Minimize Damage from Natural Disasters							
a.	Update the Very High Fire Hazard Severity Zones (VHFHSZ) Map	Planning/ Engineering	General Fund	Update local maps within 3-6 months of new VHFHSZ maps released by CAL Fire	Update Town maps consistent with CAL Fire map updates	Periodically on an ongoing basis	Appendix F/ Factor # 2 &5
b.	Improve Emergency Access and Response in the Very High Fire	Planning/Building/ Engineering	General Fund	Identify areas in WUI with only one point of access and work with the Fire	Permit increased evacuation points proposed	Ongoing	Appendix F/ Factor # 2 &5

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
	Hazard Severity Zones			District to improve evacuation routes			
c.	Facilitate and Encourage Neighborhood Preparedness	Building/ Woodside Fire Protection District	General Fund	Ensure residents from every CERT District go through CERT training	Ensure Woodside neighborhoods are prepared for natural disasters	Ongoing and annual	Appendix F/ Factor # 2 &5
Policy H5-2 – Provide Adequate Utilities							
a.	Provide Sewer to Address Waste Disposal Failures	Engineering	Sewer Hook-up fees	Provide information for connecting to sewer to residents contiguous to sewer districts experiencing septic failure	Address failures in a timely manner	Ongoing	Appendix F/ Factor # 2
b.	Prioritize Sewer for Higher Density Residential Development	Engineering	Sewer Hook-up fees	Coordinate with all sewer districts to accommodate sewer service for higher density	Provide sewer service for higher density residential development	Complete by the end of 2024	Appendix F/ Factor # 2

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
				residential development			
c.	Coordinate with Cal Water to ensure Adequate Water Supplies	Engineering	General Fund	Coordinate on timing for implementing capital projects	Ensure adequate water supply for sites with increased housing densities	Ongoing, and during application process for developments fulfilling RHNA	Appendix F/ Factor # 2
Goal H6: Conserve and Rehabilitate the Existing Housing Stock and Develop New Housing Stock							
Policy H6.1 – Conserve the Existing Housing							
a.	Apply California Building Code	Building	General Fund/Permit Fees			Ongoing	Appendix B/ Factor #4
b.	Maintain and Improve Housing	Building	General Fund/Permit Fees			Ongoing	Appendix B/ Factor #4
c.	Enforce Housing Standards	Building	General Fund/Permit Fees	Code enforcement progress addressing corrections to unsafe living conditions	Address Code Enforcement cases in a timely manner to protect adequate public health and safety living conditions.	Ongoing	Appendix B/ Factor #4

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
Policy H6.2 – Rehabilitate the Existing Housing Stock							
a.	Continue to Encourage and Facilitate Home Rehabilitation	Planning/Building	General Fund/Permit Fees	Number of permits approved meeting code requirements to maintain existing housing units	Provide clear and publicized checklists for housing upgrades	Ongoing	Appendix B/ Factor #4
b.	Provide Exceptions and Variances	Planning	General Fund/Permit Fees	Number of variances approved	Review Exception and Variance proposals in a timely manner	Ongoing	Appendix B/ Factor #4
c.	Evaluate Development Standards in the Western Hills	Planning	General Fund	Number of meetings held with residents of Western Hills, adoption of new standards, and number of units constructed and maintained after implementation of new standards	Adopt a new ordinance that provides residents with options to upgrade their existing residential units and create new residential units that do not increase hazards or the ability to safely evacuate during emergencies	Complete by the end of 2025	Appendix F/ Factor # 2

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
d.	Utilize Rehabilitation Programs	Planning	County/Federal Programs	Number of programs utilized	Provide information on existing programs available that can subsidize home improvements	Ongoing	Appendix B/ Factor #4
Policy 6.3 - Promote Sustainability Including Energy Efficiency							
a.	Promote and Enforce Energy Efficiency and Sustainability	Planning/Building	General Fund/Permit Fees	Adopt by reference all new building code cycles with increased energy efficiency regulations	Ensure all new housing meets minimum energy efficient requirements as updated by the State	Ongoing	State Law/Factor #2
b.	Encourage Energy Efficient Building Design and Materials	Planning/Building	General Fund/Permit Fees	Provide information about resources and technology available for increased	Require all new housing to meet State mandate energy efficiency requirements	Ongoing	State Law/Factor #2

Number	Program	Lead Implementing Agency/Dept.	Funding Source	Program Measure(s)	Targets	Implementation	Analysis/Factor*
				energy efficiency			

ⁱ The State Median Income for a Family of 4 in San Mateo County is \$149,600 (2021 San Mateo County Income Limits, as defined by HUD, effective April 1, 2021)

ⁱⁱ 21 Elements Listening Session with Service Providers, November 15, 2021.

ⁱⁱⁱ HCD Memorandum, Housing Element Site Inventory Guidebook, June 10, 2020, p. 3.

*Analysis/Factor Column- The appendix containing the analysis of data that supports the policy is listed first/then the factor the policy addresses per State law as follows:

1. Contributing factors to fair housing issues.
2. Specific commitment, milestones, metrics, and geographic targeting.
3. Housing mobility, new housing choices, affordability in high opportunity areas.
4. Place based strategies for community preservation.
5. Displacement protection.

APPENDIX F. Housing Development Constraints, Development Costs, and Zoning Analysis

Housing Development Constraints

Housing development constraints mentioned by members of the public during the public engagement process include the high cost of land in Woodside; permit costs; project design and construction costs; existing regulations; lack of ability to connect to sewer or accommodate an onsite septic system; and associated studies required to comply with the Building Code, such as geotechnical analyses.

- **Natural Hazards:** Natural hazard areas are widespread throughout Woodside, which include, but are not limited to: Very High Fire Hazard Severity Zone (VHFHSZ); steep slopes; underlying active and dormant landslides; heavily wooded areas; earthquake fault zones, including the San Andreas Fault; expansive soils; and FEMA flood zones.
- **Environmentally Sensitive Areas:** General Plan designated streams and buffers on either side of them (25 feet from the top of bank or 50-feet from the center line of the stream, whichever is further) are protected throughout the Town as sensitive riparian areas and wildlife corridors. General Plan designated streams; blue-lined streams on USGS maps; and other non-designated drainage channels may be subject to Regional, State, and Federal environmental regulations. In addition to designated streams and drainage channels, other bodies of water and land areas include habitat for local flora and fauna, furthering constraints on local housing development.
- **Land Costs:** The cost of land in Woodside ranges from a low of \$150,000 to a high of \$2,000,000 for lots that are one acre or less (Appendix F.1)¹. Land costs are an impediment to building affordable housing projects in Woodside. Partnerships between landowners and housing developers could be created to address land costs and development of higher density units.
- **Construction Costs:** The total development costs in San Mateo County for a small single-family residence (2,600 square feet) is \$2,487,000. The total development cost for a large single-family residence (5,000 square feet) is \$3,610,000 (Appendix F.1. Exhibit 1). Project costs vary by geography, topography, site conditions, finish level, and contractor type, and time among other factors.
- **Fees:** Fees in Woodside, including entitlement, building permit, and impact fees are approximately \$70,957 for single-family residences, with a range in the county of \$6,760 to \$104,241. Fees in Woodside for “small multi-family” (main residence with one or more ADUs) are \$82,764, with a range in the county from \$6,824-\$167,210, as indicated in Table F-1, below. Data on fees was provided by jurisdictions in San Mateo County and summarized by 21 Elements. Below are the individual fees are set forth in the adopted Town Fees Schedule as of 2024. This is a snapshot of fees for constraints analysis. Future Fee Schedule changes

that that do not create a barrier to developing various housing types do not require an update to the Housing Element. Based on the fees currently charged for single-family residences in the County, Woodside does not have the highest fees or the lowest fees, but somewhere close to the middle depending on the type of development. The Town has already waived permitting fees for ADUs and JADUs under Program H1.3.c. Along with the adoption of Multi-Family zoning requirements and Objective Design Standards, the Town will review permit fees for multi-family development that create affordable housing units under Program H3.3.a and reduce the fees by the end of 2024 should they create a barrier to developing affordable housing units. Two of the sites projected to include multi-family affordable units are owned by the Town, providing additional flexibility to reduce or waive fees if necessary to make a project feasible for an affordable housing developer. The only Town “Impact Fee” is a Road Impact Fee per the Town’s 2024 Fee Schedule as shown below.

Town of Woodside BUILDING FEES

A. Permit Fees for Commonly Requested Minor Permit Types. Additional permit processing fees apply. Additional fees may apply for plan review, and Fees Collected on Behalf of Other Agencies.

Fee Description	Fee	Charge Basis	Note
Electrical Permit			
1 Battery Backup Storage	\$250	Each	[a]
2 Electric Gate	\$250	Each	[a]
3 Electric Vehicle Charger	\$250	Each	[a]
4 Service Panel Upgrade			
a) Up to 200 amp	\$250	Each	[a]
b) Greater than 200 amp	\$350	Each	[a]
5 Landscape Lighting	\$250	Each	[a]
6 Tennis Court Lighting	\$250	Each	[a]
7 Temporary Power or Meter	\$250	Each	[a]
Mechanical Permit			
8 HVAC (New / Change-Out / Repair)	\$250	Each	[a]
9 Additional Appliances - Each	\$50	Each	[a]
Plumbing Permit			
10 Water Heater Change-Out	\$125	Each	[a]
11 Line Repair - (Water / Sewer / Gas)	\$350	Per Utility Type	[a]
12 Sewer and Water Test	\$350	Each	[a]
13 Sewer Backflow Devices	\$350	Each	[a]
Generator			
14 Generator	\$250	Each	[a]
Re-Roof			
15 Re-Roof			
a) 0 - 8,000 SF	\$500	Per Building	[b]
b) Greater than 8,000 SF	\$700	Per Building	[b]
Solar			
16 Solar Photovoltaic System - Residential			
a) 15kW or less	\$450	Per Building	[c]
b) Above 15kW	\$450 base fee, plus \$15 per kW for each kW above 15kW	Per Building	[c]
17 Solar Photovoltaic System - Commercial			
a) 50kW or less	\$1,000	Per Building	[c]
b) 50kW – 250kW	\$1,000 base fee, plus \$7 per kW for each kW above 50kW up to 250kW	Per Building	[c]
c) Above 250kW	\$2,400 base fee, plus \$5 per kW for each kW above 250kW	Per Building	[c]

Town of Woodside BUILDING FEES

A. Permit Fees for Commonly Requested Minor Permit Types. Additional permit processing fees apply. Additional fees may apply for plan review, and Fees Collected on Behalf of Other Agencies.

Fee Description	Fee	Charge Basis	Note
Swimming Pool / Spa			
18 Swimming Pool/Spa: Equipment Change-out, Replaster, New Construction	See Permit Fee Table	See Permit Fee Table	
Window / Door - Retrofit / Repair / Replace			
19 Window / Sliding Glass Door - Retrofit / Repair / Replace			
a) Up to 5	\$250	Per Building	[a]
b) Over 5	See Permit Fee Table	See Permit Fee Table	

[a] Fee includes up to two reviews/inspections. Additional fees may apply if more than two reviews/inspections are required.

[b] Fee for standard re-roof only. If structural repair required, use permit fee table to calculate fees.

[c] Total fees shall not exceed amounts outlined in California Government Code 66015(a)(1).

Town of Woodside BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. The final building permit valuation shall be set at an amount that allows the Town to recover its costs of applicant plan check, permit and inspection activities. In the event that the reported valuation is less than \$300 per square foot for new habitable construction, \$200 per square foot for remodels, and \$100 per square foot for garages, the Town will automatically assign a cost to construct based on these values.

Note: For construction projects with permit fees calculated using Section B, additional fees apply for permit issuance. Additional fees may apply for services provided by other Town Departments (e.g. Planning Review), and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

B. Permit Fees including Electrical, Mechanical, and Plumbing for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Mechanical, Electrical, and/or Plumbing Permits Not Identified Elsewhere in This Fee Schedule

Total Valuation	Permit Fee	Note
\$1 to \$2,000	\$250.00	[a]
\$2,001 to \$25,000	\$250.00 for the first \$2,000 plus \$15.22 for each add'l \$1,000 or fraction thereof, to and including \$25,000	[a]
\$25,001 to \$50,000	\$600.00 for the first \$25,000 plus \$16.00 for each add'l \$1,000 or fraction thereof, to and including \$50,000	[a]
\$50,001 to \$100,000	\$1,000.00 for the first \$50,000 plus \$20.00 for each add'l \$1,000 or fraction thereof, to and including \$100,000	[a]
\$100,001 to \$500,000	\$2,000.00 for the first \$100,000 plus \$7.00 for each add'l \$1,000 or fraction thereof, to and including \$500,000	[a]
\$500,001 to \$1,000,000	\$4,800.00 for the first \$500,000 plus \$6.40 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	[a]
\$1,000,001 and up	\$8,000.00 for the first \$1,000,000 plus \$5.44 for each additional \$1,000 or fraction thereof over \$1,000,000	[a]

[a] Building permit and building, planning, and engineering plan review fees are waived for Accessory Dwelling Units (ADUs) and Junior ADUs. Consulting fees (e.g., geotechnical review), outside agency fees, (e.g., Fire District, County Health, and School District), road impact fees, and additional amenity review fees (e.g., grading exceptions, fence permits, etc.) still apply. Building permit and plan revisions are charged at regular price.

Town of Woodside
BUILDING FEES

C. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note
1 Plan Review Fees			
a) Building Plan Review Fee			
i) Over the Counter Plan Review	20%	% of Building Permit Fee	[a],[b]
ii) Residential Plan Review	85%	% of Building Permit Fee	[a],[b]
iii) Commercial Plan Review	100%	% of Building Permit Fee	[a],[b]
b) Engineering Review of Building Permit	25%	% of Building Permit Fee	[a],[b]
c) Planning Review of Building Permit	25%	% of Building Permit Fee	[a],[b]
d) Alternate Methods and Materials Review	\$200	per hour; 1-hour minimum	
e) Hourly Plan Review Fee (4th and subsequent)	Hourly Job Cost plus 25% Townwide Admin Fee	per hour; 1-hour minimum	
f) Revisions	Hourly Job Cost plus 25% Townwide Admin Fee	per hour; 1-hour minimum	

When applicable, plan check fees shall be paid at the time of application for a building permit.
 The plan checking fee is in addition to the building permit fee

[a] Includes up to three plan reviews. The Town will bill hourly for additional plan review required.

[b] Building permit and building, planning, and engineering plan review fees are waived for Accessory Dwelling Units (ADUs) and Junior ADUs. Consulting fees (e.g., geotechnical review), outside agency fees, (e.g., Fire District, County Health, and School District), road impact fees, and additional amenity review fees (e.g., grading exceptions, fence permits, etc.) still apply. Building permit and plan revisions are charged at regular price.

Town of Woodside
BUILDING FEES

D. Other Fees

Activity Description	Fee	Charge Basis	Note
1 Permit Processing Fee / Minimum Permit Fee	\$150	Each	
2 Strong Motion Instrumentation (SMI) Fee Calculation			
a) Category 1 Construction (1 to 3 Story Residential)	\$0.50 or valuation x .00013		
b) Category 2 Construction (Over 3 story Residential and all Commercial)	\$0.50 or valuation x .00028		
3 Building Standards (SB 1473) Fee Calculation (Valuation)			
a) \$1 - \$25,000	\$1		
b) \$25,001 - \$50,000	\$2		
c) \$50,001 - \$75,000	\$3		
d) \$75,001 - \$100,000	\$4		
e) Each Add'l \$25,000 or fraction thereof	Add \$1		
4 Demolition Permit	\$300	Each	
5 Temporary Certificate of Occupancy (per 30 Days)	\$200	Each	
6 Permit Extension	\$200	Each	
7 Permit Reactivation Fee			[a]
a) Reactivation Fee if All Inspections Have Been Performed and Approved Up to But Not Including Final Inspection	\$200	Each	
b) Reactivation Fee - All Other Scenarios			
i) Permit Expired Up to One Year	50% of Original Base Building Permit Fee	Each	
ii) Permit Expired More than One Year	100% of Original Base Building Permit Fee	Each	
8 Permit Reissuance Fee	\$100	Each	[b]
9 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	\$400	Each	
Other Fees			
10 After Hours Inspection	\$240	Per Hour; 2-hour Minimum	
11 Re-inspection Fee	\$150	Each	[c]
12 Missed Inspection Fee	\$150	Each	
13 Construction and Demolition Waste Management Plan Review Fee			
a) Administrative Fee	\$250	Each	
b) Deposit	\$50 per estimated ton of construction / demolition debris; \$1,000 minimum	Each	[d]
14 Fees for Services Not Listed in this Fee Schedule	\$200	Per Hour; 1-hour Minimum	
Violation Fees			
15 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	Up to 3x Permit Fee as Determined by the Planning Director		

[a] For reactivation of expired building permits that are no longer valid.

[b] Example; change of contractor.

[c] Reinspection fee applies after the first re-inspection.

[d] For recyclable earth materials including dirt and rocks, the deposit shall be \$50 per estimated ton with \$5,000 maximum deposit for amounts greater than 100 tons. See Woodside Municipal Code Title V, Article III, Sec. 50.35.

Town of Woodside
BUILDING FEES

E. Inactivity and Refund Policies

Inactivity Policy	
Inspection Status	Permit Policy
Scheduled Inspection on New Work Within One Year	No new permit required.
No Permit Activity Within One Year	New building permit required; no refund of fees.

Refund Policy
If the building permit is never picked up, 100% of the building permit fee will be refunded. If there has been no inspection, 80% of the building permit fee will be refunded if requested within one year of building permit issuance. There will be no refund of building permit fees after 365 days. There will be no refund of plan check fees at any time.

Town of Woodside
ROAD IMPACT FEES

Activity Description	Fee	Charge Basis	Note
1 New Building Construction/Additions	\$1.50 per sq. ft.	Flat Fee	[a]
2 Residential and Commercial Alterations/Remodel	\$0.02 per \$1 valuation in excess of \$50,000 valuation	Flat Fee	[a]
3 Outdoor and Landscape Features: (decks, patios, swimming pools, tennis courts)	\$0.02 per \$1 valuation	Flat Fee	[a]
4 Hauling (Grading Import and Export)	\$1.00 per cubic yard in excess of 30 cubic yards	Flat Fee	[a],[b]

[a] Fees are additive, encompassing all construction related activities.
 [b] Exempt if no Town roads are used.

**Town of Woodside
PLANNING FEES**

Activity Description	Fee	Deposit	Charge Basis	Note
1 Annexation/Deannexation		100% of estimated Job Cost	Job Cost	[a],[b]
<hr/>				
2 Design Review				
a) Planning Commission Review	\$2,550		Flat Fee	[c]
b) New main residence	\$1,410		Flat Fee	[c]
c) Extension	\$175		Flat Fee	[c]
d) Accessory Structure	\$660		Flat Fee - Per Structure	[c]
e) Remodel/Additions	\$660		Flat Fee	[c]
f) Other (e.g. landscaping, lighting, gates, fences, signs, etc.)	\$300		Flat Fee	[c]
g) Additional reviews on project	\$285		Flat Fee	[c]
<hr/>				
3 Archival (Records - Planning)	\$120		Flat Fee	[d]
<hr/>				
4 Certificate of Compliance	\$750		Flat Fee	
<hr/>				
5 Conditional Use Permit				
a) Conditional Use Permit	\$2,800		Flat Fee	
b) Conditional Use Permit Amendment	\$1,330		Flat Fee	
c) Conditional Use Permit Renewal	\$415		Flat Fee	
<hr/>				
6 Development Agreement				
a) Initial Agreement	Job Cost	\$3,450	Flat Fee	[b]
b) Agreement Review	Job Cost	100% of estimated Job Cost	Job Cost	[a],[b]
c) Agreement Amendment	Job Cost	100% of estimated Job Cost	Job Cost	[a],[b]
<hr/>				
7 Development Permit Extension	\$415		Flat Fee	[e]
<hr/>				
8 Environmental Impact Evaluation				
a) Initial Study/Negative Declaration	Job Cost	\$1,225	Flat Fee	[b]
b) Environmental Impact Report (EIR)	Job Cost	100% of estimated Job Cost	Job Cost	[a],[b]
c) Mitigation (condition) monitoring	Job Cost	100% of estimated Job Cost	Job Cost	[a],[b]
<hr/>				
9 Department of Fish and Wildlife - CEQA Filing Fees				
a) Negative Declaration	\$2,548.00		Flat Fee	[f]
b) Mitigated Negative Declaration	\$2,548.00		Flat Fee	[f]
c) Environmental Impact Report	\$3,539.25		Flat Fee	[f]
d) Environmental Document Pursuant to a Certified Regulatory Program (CRP)	\$1,203.25		Flat Fee	[f]
e) County Clerk Processing Fee	\$50.00		Flat Fee	[f],[g]

**Town of Woodside
PLANNING FEES**

Activity Description	Fee	Deposit	Charge Basis	Note
10 Exception To/For				
a) Building Height (WMC 153.047.c)	\$1,125		Flat Fee	
b) Grading (WMC 151.22.B)	\$1,410	\$600	Flat Fee + Job Cost	[b],[h]
c) Lot Area (WMC153.058.B)	\$1,125		Flat Fee	
d) Minor improvements for disabled access (WMC 153.063)	\$300		Flat Fee	
e) Change of Use of Nonconforming Structures (WMC 153.300.C)	\$1,315		Flat Fee	
f) Residence Size (WMC 153.047.B)	\$150		Flat Fee	
g) Satellite Antenna Standards (WMC 153.101)	\$375		Flat Fee	
h) SCP-5 District Paving Coverage Area (WMC 153.047.G)	\$660		Flat Fee	[i]
i) Second Driveway (WMC 151.44.A)	\$1,125	\$600	Flat Fee + Job Cost	[b],[h]
j) Setback (WMC 153.062)	\$1,315		Flat Fee	
k) Stable Ordinance (WMC 115.14)	\$300		Flat Fee	
l) Termination of Nonconforming Use (WMC 153.303)	\$1,125		Flat Fee	
11 Fence Permit	\$75		Flat Fee	
12 Floor Area Calculation Review	Job Cost	100% of estimated Job Cost	Job Cost	[a],[b]
13 General Plan				
a) Amendment	Job Cost	\$4,425	Job Cost	[b]
b) Specific Plan	Job Cost	\$4,425	Job Cost	[b]
c) Specific Plan Amendment	Job Cost	\$4,425	Job Cost	[b]
d) Consistency Determination	\$875		Flat Fee	
14 Home Occupation Permit	\$175		Flat Fee	
15 Sign Permits				
a) Sign Permits	\$95		Flat Fee	[j]
b) Sign Permit Amendment	\$95		Flat Fee	[j]
c) Other (Temporary)	\$65		Flat Fee	[j]
16 Special Studies (e.g., Arborist, Biology, Historic Reports, Architectural Reports, Floor Area Calculation Reviews)	Job Cost	100% of estimated Job Cost	Job Cost	[a],[b]
17 Subdivision Ordinance				
a) Lot Merger (WMC 152.130-134)	\$625		Flat Fee	
b) Lot Line Adjustment (WMC 153.021)	Job Cost	\$2,850	Job Cost	[b]
c) Land Division or Subdivision	Job Cost	\$8,000	Job Cost	[b]
d) Tentative Tract Map	Job Cost	\$10,000	Job Cost	[b]
e) Amended Map or Certificate of Correction	Job Cost	\$2,130	Job Cost	[b],[k]
f) Tentative Parcel Map	Job Cost	\$10,000	Job Cost	[b]
g) Tentative Parcel Map Extension	\$375		Flat Fee	
h) Map Amendment		\$1,750	Job Cost	[b],[l]
i) Planning Conformance Inspection		\$1,500	Job Cost	[b]
18 Tree Removal Permit	\$50		Flat Fee - Per Tree	[m]

**Town of Woodside
PLANNING FEES**

Activity Description	Fee	Deposit	Charge Basis	Note
19 Variance				
a) New residence	\$2,970		Flat Fee	
b) Addition/accessory structure	\$2,220		Flat Fee	
c) Other	\$1,175		Flat Fee	
d) Additional variance (same project)	\$660		Flat Fee	
20 Wireless Communication Facilities				
a) 6409(a) Modification	\$95		Flat Fee	
b) Small Cell	\$300		Flat Fee	
c) Review by Planning Commission	\$1,500		Flat Fee	[n]
21 Zoning Ordinance				
a) Zoning Text Amendment		\$4,425	Job Cost	[b]
b) Zoning Compliance (Planning Permit)	\$95		Flat Fee	[o]
c) Zoning Compliance (Planning Permit Amendment)	\$95		Flat Fee	
d) Rezoning		\$4,425	Job Cost	[b]
e) Zoning Research Letter	\$350		Flat Fee	

- [a] Planning Director to estimate Job Cost.
- [b] Job Cost: Contractor costs plus 25% overhead and/or labor costs for employee time provided for a service. Employee cost is salary and benefits plus townwide and departmental overhead as shown in the Woodside Hourly Rate Schedule.
- [c] Design Review fees are assessed for each component of a project.
- [d] Not charged for 6409(a) WCF facilities, fence permits, home occupation permits, sign permits, tree removal permits, and zoning compliance permits.
- [e] Excluding ASRB Extension.
- [f] Fees are intended to mirror amounts established by the Department of Fish and Wildlife (Department). If the Department updates fees subsequent to the adoption of this schedule, this schedule shall be presumed to reflect updated amounts. In the case of discrepancies, fee amounts authorized by the Department shall supersede the amounts listed above.
- [g] Additional County fees may apply in addition to Department of Fish and Wildlife County recordation fees.
- [h] Deposit to cover Engineering review.
- [i] Exception only applies to SCP-5 district.
- [j] If not covered by any other discretionary approval.
- [k] Subsequent to recordation, pursuant to State Gov't Code 66469.
- [l] Prior to recordation.
- [m] No fee for Eucalyptus, Acacia, or Monterey Pine.
- [n] All applications that are not 6409(a) modification or small cell.
- [o] Review for applications not requiring a Building Permit.

- **Availability of Sewer:** Approximately 60-70 percent of the properties in Woodside utilize septic systems. The Town is served by two sewer districts. The Town Center Assessment District has available capacity in the central area of Woodside. The Redwood Creek Assessment District currently has limited available capacity. Sewer service may be extended to eligible properties contiguous to sewer districts. Lack of access to sewer is a development constraint for properties served by septic. The Town is exploring both expansions to the sewer districts and negotiations for additional sewer capacity.
- **Septic Feasibility:** The San Mateo County Environmental Health Department primarily regulates installation of septic systems. The primary difference between County and Town regulations is that the Town Municipal Code does not permit septic systems in slopes >35%,

while the County allows septic systems in slopes up to 50%. Meeting the space requirements for traditional systems can be a constraint to developing additional units on parcels.

- **Height Restrictions in the Town Center (Measure J):** A citizen initiative passed in 1988 (Measure J) restricts building height in the Town Center: “...buildings on commercially zoned parcels immediately adjacent to Woodside Road may not be constructed or altered to exceed one story facing Woodside Road. They may include a basement, as defined in Section 9-2.105(g) of the Municipal code on June 1, 1988.” This measure does not affect residential properties but is a constraint to adding housing over commercial buildings in the Town Center Community Commercial District.

Development Costs

A Summary of Development Costs and Fees for San Mateo County and its jurisdiction is included in Appendix F.1.

21 Elements surveyed local jurisdictions and summarized fees by jurisdiction as shown in Tables F-1 through F-4, below. Jurisdiction fees (entitlement fees, building permits, impact fees) contribute to the overall cost of development, as indicated below.

Table F-1. Total Fees (includes entitlement, building permits, and impact fees) per Unit

	Single Family	Small Multi-Unit (SFR with ADUs in Woodside)	Large Multi-Unit
Atherton	\$15,941	No Data	No Data
Brisbane	\$24,940	\$11,678	No Data
Burlingame	\$69,425	\$30,345	\$23,229
Colma	\$6,760	\$167,210	\$16,795
Daly City	\$24,202	\$32,558	\$12,271
East Palo Alto	\$104,241	No Data	\$28,699
Foster City	\$67,886	\$47,179	\$11,288
Half Moon Bay	\$52,569	\$16,974	No Data
Hillsborough	\$71,092	No Data	No Data
Millbrae	\$97,756	\$6,824	\$55,186
Pacifica	\$33,725	\$40,151	No Data

Portola Valley	\$52,923	No Data	No Data
Redwood City	\$20,795	\$18,537	\$62,696
San Bruno	\$58,209	\$72,148	\$39,412
San Mateo	\$99,003	\$133,658	\$44,907
South San Francisco	\$81,366	\$76,156	\$32,471
Unincorporated San Mateo	\$36,429	\$27,978	\$10,012
Woodside	\$70,957	\$82,764	No Data

Table F-2. Total Fees per Unit - Distribution of Fees Charged by San Mateo County Jurisdictions

	Single Family	Small Multi-Unit (SFR with ADUs in Woodside)	Large Multi-Unit
Quartile 1	\$27,136	\$20,897	\$14,533
Median Fee Charged	\$55,566	\$36,355	\$28,699
Quartile 3	\$71,058	\$75,154	\$42,160
Interquartile Range	\$71,057	\$75,153	\$42,159
Total Range	\$97,481	\$160,387	\$52,684

Table F-3. Total Fees as a Percentage of Total Development Costs

	Single-Family Residence	Small Multi-Family (SFR with ADUs in Woodside)	Large Multi-Family
Atherton	0%	No Data	No Data
Brisbane	1%	1%	No Data
Burlingame	3%	4%	3%
Colma	0%	17%	2%
Daly City	1%	4%	2%
East Palo Alto	4%	No Data	4%

Foster City	3%	6%	2%
Half Moon Bay	2%	2%	No Data
Hillsborough	3%	No Data	No Data
Millbrae	2%	8%	7%
Pacifica	1%	5%	No Data
Portola Valley	1%	No Data	No Data
Redwood City	1%	2%	8%
San Bruno	2%	8%	5%
San Mateo	4%	14%	6%
South San Francisco	3%	9%	4%
Unincorporated San Mateo	1%	3%	1%
Woodside	2%	9%	No Data

Note: The above table was calculated using average soft costs (including an average of jurisdiction charged fees) and average land costs for the County. A more precise determination of fees as a percentage of total development costs can be calculated using *jurisdiction specific* land costs and fees.

Table F-4. Permit Processing Times (in months)

	ADU Process	Ministerial By-Right	Discretionary By-Right	Discretionary (Hearing Officer if Applicable)	Discretionary (Planning Commission)	Discretionary (City Council)
Atherton	1 to 2	1 to 3	2 to 4	N/A	2 to 4	2 to 6
Brisbane	1 to 2	2 to 6	N/A	N/A	4 to 12	6 to 14
Burlingame	1 to 2	2 to 3	2 to 3	N/A	3-4 standard project; 12 major project	13 months
Colma	1 to 2	1 to 2	1 to 3	2 to 4	N/A	4 to 8
Daly City	1 to 2	2 to 4	N/A	N/A	4 to 8	8 to 12
East Palo Alto	1 to 3	8 to 12	6 to 14	20 to 40	20 to 40	20 to 40

Foster City	1 to 2	1 to 2	1 to 2		3 to 6	6 to 12
Half Moon Bay		1 to 2	2 to 4	3 to 6	4 to 12	6 to 15
Hillsborough	-	-	-	-	-	-
Millbrae	0 to 2	3 to 6	1 to 3	3 to 8	3 to 8	4 to 9
Pacifica	1 to 2	2 to 3	4 to 5	5 to 6	5 to 6	7 to 8
Redwood City	2 to 3	3 to 4	N/A	8 to 10	12 to 18	18 to 24
San Bruno	2	3 to 6	N/A	3 to 6	9 to 24	9 to 24
San Mateo	4 to 8	1 to 2	4 to 7	N/A	9 to 12	9 to 13
South San Francisco	1	1	2 to 3	2 to 3	3 to 6	6 to 9
Unincorporated San Mateo	1 to 3	3 to 6	4 to 9	6 to 12	6 to 18	9 to 24
Woodside	1 to 2	1 to 2	N/A	N/A	2 to 6	3 to 8

Zoning Analysis

Existing Zoning – Single-Family

The Town of Woodside has six single-family residential zoning districts including: Single-Family Residential (R-1); Suburban Residential (SR); Rural Residential (RR); Special Conservation Planning - 5 acre minimum (SCP-5); Special Conservation Planning – 7.5 acre minimum (SCP-7.5); and Special Conservation Planning - 10-acre minimum (SCP-10).

The SCP Zones, which can be developed with housing, are characterized by several constraints, which include steep slopes, unstable slopes, high fire hazard, earthquake fault zones, low soil permeability, high ground water, expansive soils, and areas within the 100- or 500-year flood zone. To protect public health and safety and minimize the effects of hazards on more constrained properties, the following zoning classifications for SCP Districts minimum lot sizes were developed based on the number of identified constraints throughout each area:

SCP-5	1-2 constraints
SCP-7.5	3 constraints
SCP-10	4+ constraints

Chapter 3 of the Housing Element provides the development standards for the different Zoning Districts, noting that the current standards have not provided constraints to maintenance and new construction throughout Woodside. While additions and new residences are constructed in the SCP districts in the Western Hills, many of the lots do not meet the minimum lot sizes, have steep hillsides, and must be served by onsite septic systems. While many lots have challenges, the percentage of floor area allowed is increased for smaller lots, and reasonable exceptions are often granted for additions to existing single-family dwellings, or for new single-family dwellings. Program H6.2.c commits by the end of 2025, to reviewing and updating the development standards in the Western Hills using the model from the Woodside Glens to provide more flexibility for additions and new residences that do not require any public hearing exceptions.

Existing Zoning – Multi-Family

The Town’s multi-family zoning is the Multi-Family Residential Development Overlay Zone (MFRD). The development standards for this zone are summarized in Municipal Code Table C Section 153.110. The following is an analysis of the key standards that may constrain multi-family development:

- Currently applies only to the Cañada College property.
- Lot coverage by buildings is limited to 60% of the lot area.
- Maximum unit density is one unit per 2,400 square feet of lot area, or approximately 18 units per acre (less than the 20 units per acre suburban standard for affordable housing per State law).
- Building height is restricted to 35 feet, or approximately three stories.
- Parking standard requires one space per bedroom.
- Permitting process requires both Architectural and Site Review Board review and Planning Commission approval of a use permit with findings.

Special Housing Types

Emergency Shelters are permitted in the Community Commercial (CC) zoning district.

Transitional Housing is permitted in all residential districts, except the Multi-Family Residential District (MFRD) Overlay Zone. It is also permitted in the Community Commercial (CC) District.

Manufactured Homes (Mobile Homes) are permitted in all residential zoning districts, except the Multi-Family Residential District (MFRD) Overlay Zone.

Residential Care Homes are allowed within all residential districts, except the Multi-Family Residential District (MFRD) Overlay Zone.

Since Room Occupancy Units are not specifically mentioned in the Zoning Code; however, Junior Accessory Dwelling Units (JADUs) are allowed in single family (owner-occupied) dwellings.

Proposed Zoning

The Town of Woodside Housing Element identifies sites and Programs for new zoning standards and designations that will accommodate multi-family zones to accommodate projects of up to 20 units per acre. Multi-family housing sites identified in the Housing Element will be rezoned within one year following the approval of the Housing Element.

Wildland Urban Interface (WUI)

The Town of Woodside, as a Wildland Urban Interface (WUI), intersects with a variety of interests and State of California goals. It is situated between the California coast and more urbanized areas. The Town's character has long preserved equestrian and other livestock uses, while being located in a County and region that has experienced an influx of people from various parts of the nation and world due to the mild climate, significant job growth (more recently in the higher paying technology sector), widespread acceptance of various cultures, and natural beauty. The State has many competing goals, such as preservation of natural resources and habitats for endangered species, water conservation among increasing climate change and droughts, and housing for the increasing population. Woodside's location serves as an intersection of all State goals, which historically was focused on conservation of environmental resources. Pressures for increased housing development in an area with various existing natural and infrastructure constraints make the Town of Woodside less viable for increased housing densities than nearby communities within the Bay Area Peninsula. Simply changing zoning for increased housing throughout Woodside is not a viable option without sacrificing commitments to other State goals. Therefore, while zoning changes for increased housing density is important to meet State objectives, sites for such increases in density are not abundant.

ⁱ Baird + Driskell retained Century Urban, LLC to prepare a research memo on San Mateo and Santa Clara Counties Development Costs and San Mateo County Unit Mix (April 7, 2022). Land costs for Woodside are based on minimal data points, so actual costs may be higher.

APPENDIX G. Adequate Sites Inventory

The Housing Element must include an inventory of land suitable and available for residential development to meet the Town's regional housing need by income level. The site inventory is then used to identify and analyze specific sites that are available and suitable for residential development to determine the jurisdiction's capacity to accommodate residential development to meet the Regional Housing Needs Allocation (RHNA). The available and suitable sites are referred to as adequate sites.

The Town's Cycle 6 RHNA Allocation

The Town's Cycle 6 RHNA base allocation is 328 units. The State Department of Housing and Community Development (HCD) guidelines recommend including a buffer of additional units to adequately plan to meet the allocation. Woodside has elected to include a 20% buffer in addition to the base allocation. The buffer equals 65 units for a total of 393 planned units (see Table G-1).

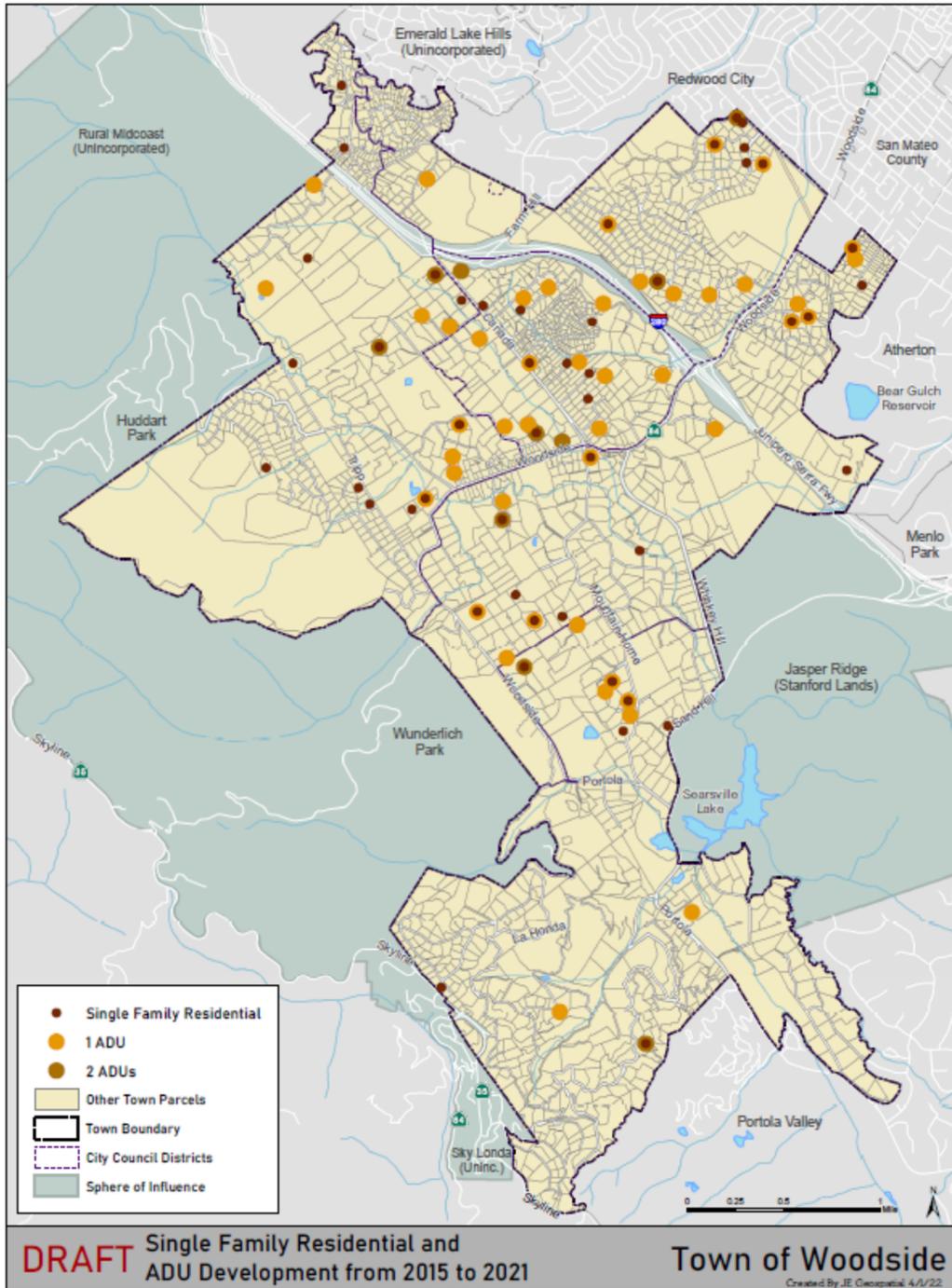
The Town's Cycle 5 RHNA Allocation

In previous RHNA cycles, the Town met its affordable housing allocations through the development of ADUs.

ADUs have been an effective housing type to supply affordable units in the Town's rural residential setting which has been planned and developed in a manner that conserves environmentally sensitive areas, including habitats for endangered and threatened species, such as the California Red Legged Frog and San Francisco Garner Snake. As a rural residential community with significant environmental constraints, the Town anticipates that ADUs will continue to provide a majority of the affordable housing units within the Town of Woodside. The community overwhelmingly supports increasing the production of ADUs; therefore, the Housing Element Programs seek to identify ways to increase ADU and JADU production, including but not limited to, allowing additional ADUs where feasible, reducing regulatory constraints, conducting ADU workshops (first set of workshops completed October 2022), developing an amnesty program for units built without permits prior to 2020, and developing information materials to promote ADU development.

The location of both single-family residences (53) and ADUs (82) for which building permits were issued in Cycle 5 (through 2021), are identified in Figure G-1.

Figure G-1. The Location of Single-Family Residences and ADUs for which building permits were issued during RHNA Cycle 5 (2015-2021)



Woodside Site Inventory

In order to identify sites to accommodate additional housing for Cycle 6, the Town of Woodside prepared a full Site Inventory in accordance with the California Department of Housing and Community Development's (HCD) Site Inventory Guidebook (Government Code Section 65583.2).

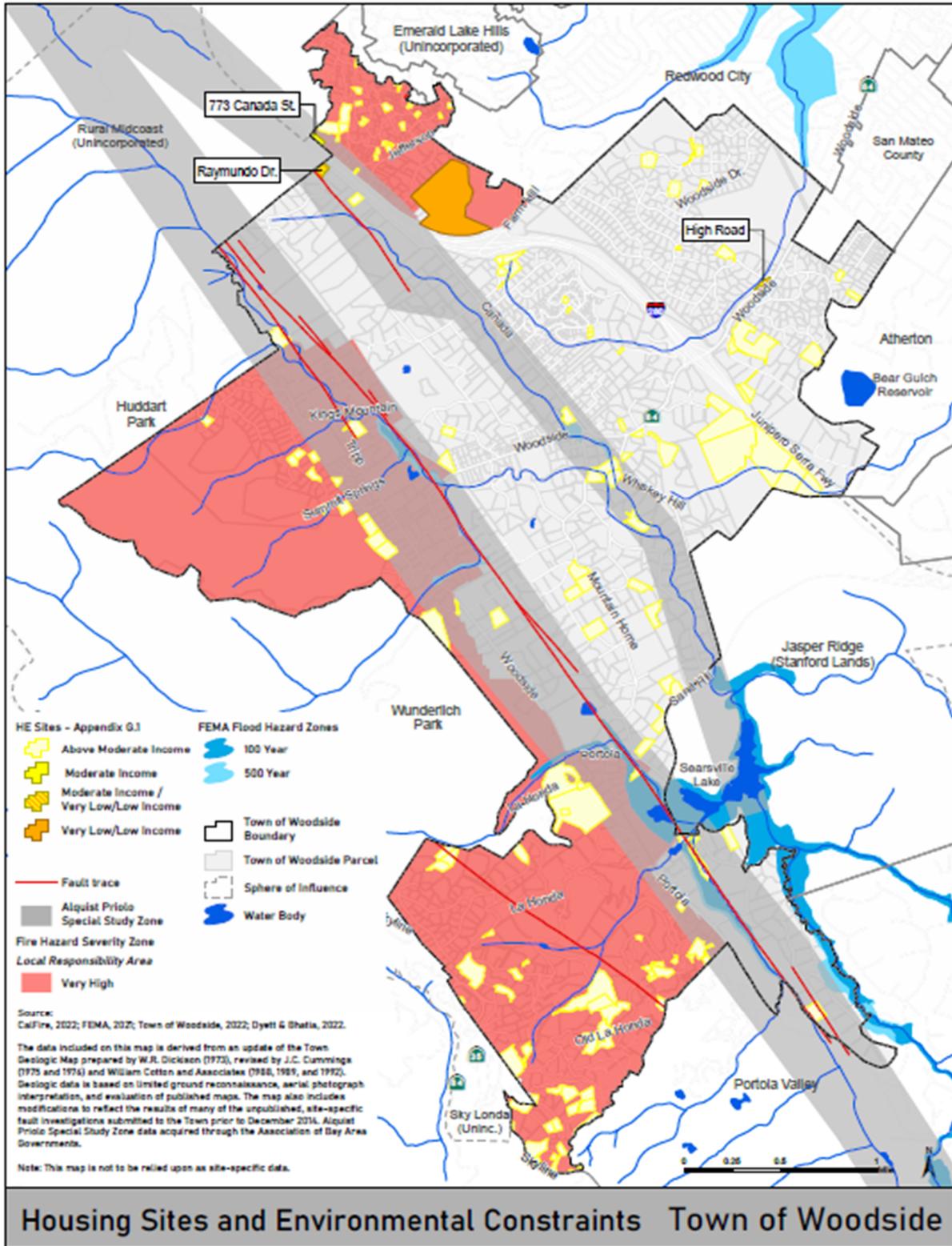
Characteristics and Mapping of Vacant and Underutilized Sites

The Town identified a total of 149 Vacant and Underutilized sites in its Site Inventory (see Table G-1). Of these sites, 105 are Vacant, and 44 are Underutilized (Non-vacant single-family). Vacant sites do not have improvements. Underutilized sites have some structures and improvements such as sheds, solar panels, animal enclosures, vineyards, parking lots or driveways, or old barns which do not represent significant barriers to housing development. None of the underutilized sites have a single-family residence, other type of residential unit, or substantial improvement(s). In some cases, the Underutilized parcels adjoin a parcel with a single-family residence and are used for additional yard space. There are an additional 30 units in the approval pipeline which consist of single-family residences only, or single-family with an ADU.

The Town's consultant used Google Maps, which shows improvement footprints, and Google Satellite Imagery, to identify level of improvements on the different sites. 'Ground-truthing' of sites and their improvements was conducted by Town staff, to the extent that improvements were visible from public roadways. Several additional sites were added based on the site visits.

As discussed in the following section, the site inventory was updated and sites were categorized by affordability level, taking into account the State policy that sites under a half-acre or larger than 10 acres may not be suitable for affordable housing. Figure G-2 shows Vacant and Underutilized sites with environmental constraints and suitability for various income levels.

Figure G-2. Housing Sites and Environmental Constraints



HCD Reporting Requirements for Site Inventory

HCD requires the submittal of the Site Inventory on a specific HCD Excel Site Inventory spreadsheet. This form is attached to this appendix. The spreadsheet consists of three tables (tabs). Table A includes general characteristics, such as parcel size, zoning (Column G), maximum density (Column I), infrastructure (Column L), and income level distribution (Columns P, Q and R), and additional parcel characteristics, e.g., site improvements, slope, etc. (Column T).

Infrastructure (Column L)

With respect to infrastructure, sewer service is the primary limiting factor for higher density development in the community. Between 60-70 percent of all residential parcels within Woodside rely on septic systems (or would rely on septic systems if developed). Sites within or immediately adjacent to Sewer Districts may be connected if certain criteria are met. Water service and dry utilities are available throughout the community; therefore, with sewer service being the limiting factor, if the site is within or immediately adjacent to a sewer district, it is listed as “Yes-Current” for sewer service in Column L of the Site Inventory. Program H.5.2.b outlines prioritization and timeline for the Public Works Department to ensure sewer capacity for multi-family housing development outlined in the Housing Element.

Distribution Methodology by Income Level (Columns P, Q and R)

This section describes how income levels are distributed in the Site Inventory.

All single-family residential parcels, by right, are allowed one single-family residence, an 800 square foot ADU, and a Junior ADU – for a total of 3 units.

Single-family residences in Woodside are all identified as Above Moderate-Income units; therefore, each single-family residential property was allocated one Above Moderate-Income unit.

For ADU income distribution, the Town utilizes research developed by 21 Elements and ABAG (Housing Element, Appendix E – Draft Affordability of ADUs) in which 30% of ADUs are allocated for Very Low-Income households; 30% are allocated for Low-Income households; 30% are allocated for Moderate-Income households; and 10% are allocated for Above Moderate-Income households. This distribution is referred to as the “30-30-30-10 ADU Distribution”. The distribution is used to allocate ADU units in Tables G-2 and 3-4 – Proposed RHNA Plan but is not included in the HCD Excel Site Inventory spreadsheet for a site-based allocation.

Optional Information (Column T)

Optional Information included in Column T describes improvements or conditions that are visible from public roadways. In some cases, sites have solid fences, so visibility is limited. In other cases, sites are landlocked or are located along private rather than public roadways, where access is not permitted. Additionally, flag lot configurations preclude visibility of some sites. Given the limited visibility of many sites, the San Mateo County GIS Portal and Google Earth were also viewed. Where there was apparent instability of some slopes, the Town Geologic Map was also consulted.

Table B of the Woodside Site Inventory spreadsheet identifies three sites proposed for higher density rezoning using a new higher density zone that would allow 20 units per acre.

Table C describes allowable density in each of the existing zoning districts where residences are permitted.

Site Considerations

The California Housing and Community Development Department (HCD) encourages consideration of the following factors when considering opportunity sites that can accommodate different income levels and densities:

- Proximity to transit;
- Access to high performing schools and jobs;
- Access to amenities, such as parks and services;
- Access to health care facilities and grocery stores;
- Locational scoring criteria for Low-Income Housing Tax Credit (TCAC) Program funding;
- Proximity to available infrastructure and utilities;
- Sites that do not require environmental mitigation;
- Presence of development streamlining processes, environmental exemptions, and other development incentives.

While the State encourages sites be identified to increase housing density in high opportunity neighborhoods, the Town has very limited public transportation, services, business (jobs), and amenities.

General characteristics for suitable sites for increased housing density include sites located outside of highly constrained areas which include underlying landslides, earthquake fault zones, environmentally sensitive areas, and high fire hazard severity zones (VHFHSZ) that do not have easy access to arterial roadways and freeways.

Sixty (60) to 70 percent of properties in Woodside utilize onsite septic systems for sewage disposal; therefore, combined with environmental constraints, possible sites for increased housing density are limited. Sites and areas considered for medium to higher housing densities are properties that have or could access sewer.

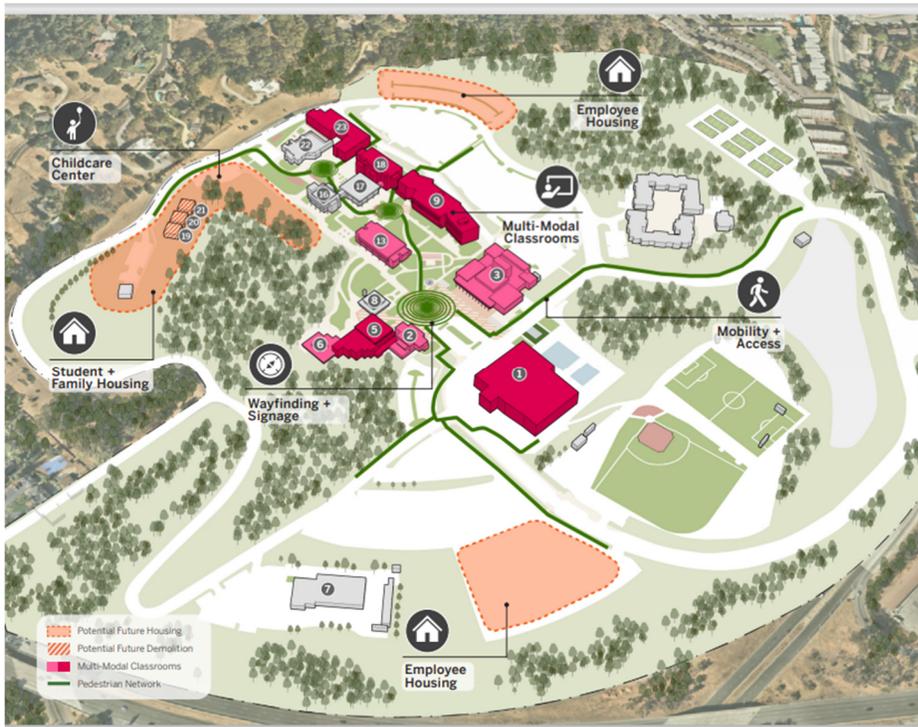
Lower and Moderate Income RHNA Sites

Given the extent of environmental constraints in Woodside and the predominantly rural residential character of the community, there are relatively few sites that meet the adequacy criteria stipulated in State law for lower income RHNA sites. To meet the Cycle 6 RHNA Plan, the Town has identified four sites to accommodate lower and moderate income RHNA, as shown on Figure G-2. Site suitability and projected capacity for each site is described below.

Cañada College

San Mateo County Community College District adopted a Districtwide Facilities Master Plan (FMP) in June 2022 that envisions the construction of affordable faculty and staff housing units on the Cañada College site in Woodside. Figure G-3 shows an excerpt from the FMP with the planned location of housing on a portion of the Cañada College campus. As described in Chapter 3, the District is in the process of applying for a State grant to support housing at the College of San Mateo campus. If successful, the District would move to second and third phases to obtain grant funding to support student and family housing at its two other college campuses, including Canada College. The second phase application will seek funding for the Skyline College and could take place as soon as July 2023. The third phase application for grant funding for Canada College is anticipated to occur during the RHNA planning period. The MFRD Overlay Zone that currently applies to the site permits housing as envisioned in the FMP, and to further facilitate residential development at the site, Chapter 3 includes Program H3.1a, under which the Town will assist the District in obtaining financing, and Program H3.1b, under which the Town commits to reducing the complexity of the entitlement process for this overlay zone. The site is served by public transit, including SamTrams Route 278 with service to the Redwood City Transit Center, as well as by water, sewer, and stormwater facilities. In conversations with Town staff, the District has indicated that construction of 75-80 units that would be affordable to households making less than 80 percent of the San Mateo County AMI is a reasonable assumption. Therefore, the inventory assumes 75 lower income RHNA units on this site over the planning period.

Figure G-3 Cañada College Multi-Family Housing Plan ~~[new plan]~~



Source: San Mateo Community College District FMP (June 2022)

773 Cañada Road

This approximately 5-acre site (APN 68100220) located north of Cañada College is under private ownership. The property owner is actively exploring residential development opportunities, including the development of town homes on the 1-acre portion of the site that fronts Cañada Road. Water service is available, and the site is adjacent and eligible to connect to the Town Center Sewer District; therefore, adequate utilities are available and accessible. To facilitate residential development at this location, Chapter 3 includes Program H2.1a, under which the Town will rezone the site to permit residential development at 20 du/ac on the 1-acre portion. In conversations with Town staff, the owner has indicated a willingness to make the new housing units available to households making less than 120 percent of the San Mateo County AMI through long-term affordability agreements. Therefore, the inventory assumes 16 moderate income RHNA units on this site over the planning period.

Town-Owned Sites

The Town has identified two sites under public ownership which will be rezoned to help accommodate lower and moderate income RHNA requirements for the planning period: the Raymundo Drive site and the High Road site, shown on Figure G-2.

The Raymundo site (APN 72041040) is 1.97 acres in size and currently zoned Open Space (OS). The eastern portion of the site is currently used as a corporate yard for staging of materials. The western side of the property is a fenced pasture. The Hermit Fault runs along the western boundary of the site, and the Hermit Fault setback zone extends into the site. A site-specific fault investigation and other geotechnical studies would be required to facilitate development on the site. Water and sewer service are accessible for the site. Existing single-family development in the vicinity is on septic. The estimated cost for connection to the sewer system is \$2.6 million.

The High Road site (APN 69170450) is 1.18 acres in size, vacant, and currently zoned Open Space for Preservation of Natural Resources (OSN). The southern portion of the site is sloped as it abuts Highway 84/Woodside Road, but the site is otherwise free from environmental constraints. It is located approximately 0.5 miles from Woodside High School, which is accessible via striped Class III bicycle lanes on Woodside Road. The site is located within the CalWater Service Area and the Redwood Creek Sewer Services District. Therefore, water and sewer service are accessible for the site.

Chapter 3 includes two programs to facilitate development of housing on these Town-owned sites. Through Program H2.1a, the Town will rezone the sites to permit residential development at 20 du/ac, and through H4.2c, the Town will partner with non-profit developers for the construction of workforce housing to meet the needs of lower and moderate-income households in Woodside with the goal of releasing an RFP by early 2025. Town staff has had preliminary conversations with non-profit housing developers, who have expressed interest in the development of affordable housing on these two sites. Therefore, the inventory assumes 23 lower income units and 10 moderate income units on these sites over the planning period.

Above Moderate Income RHNA Sites

The inventory identifies 149 sites with current zoning that permits single-family residential development, including 105 vacant sites and 44 non-vacant sites. The non-vacant sites typically have animal enclosures, paved parking areas, solar panels, or smaller outbuildings that do not represent a significant barrier to housing development. None of the non-vacant sites have active winery or animal keeping uses on them. The location of these sites is shown on Figure G-2.

Zoning districts applicable to these sites include Rural Residential (RR), Residential (R-1), Suburban Residential (SR), and Special Conservation Planning (SCP-5, SCP-7.5, and SCP-10), which have a minimum lot size requirement that ranges from 20,000 square feet to 10 acres. The majority of the 149 sites are of substandard lot size; however, all of the lots were legally formed and therefore the owners are allowed to develop one housing unit on each site. Between 2015 and 2022, the Town permitted 53 new single-family homes, many of which were on lots of substandard size. The Town has already revised development standards in The Glens to reduce setback requirements and allow for increased floor area ratio, and through Program H6.2c in Chapter 3, the Town will evaluate a similar revision to development standards, including minimum lot size, in the Western Hills to help facilitate development of vacant and underutilized residential parcels as needed to meet RHNA obligations.

As shown in Figure G-2, vacant and underutilized residential sites in the western and northern parts of Woodside are located within the Very High Fire Hazard Severity Zone, as delineated by the Office of the State Fire Marshall. Additionally, several vacant and underutilized residential sites are located within Alquist Priolo Special Study Zones. To address wildfire risk, the Town has adopted Chapter 7A of the California Building Code into the Municipal Code (Sec. 150.01(G) through (H)), including standards for materials and construction methods for exterior wildfire exposure; roofing requirements; and automatic fire-extinguisher systems into the Town Code and made these standards applicable townwide. To address seismic risk, the Town has adopted standards into the Town Code (Sec. 153.423 - Sec. 153.424), which require special measures recommended by a soils engineer and geologist to mitigate the hazards and which establish building setback requirements from known and inferred fault traces. While mitigation to address wildfire and seismic risk adds to the cost of development, as evidenced by the development trend for single-family housing in Woodside between 2015 and 2022, this has not proven to be a major development constraint. Therefore, based on past performance trends and the implementation of Program H6.2c, the inventory projects a total of 149 housing units for above moderate-income households as the realistic capacity for these sites.

Additionally, there are 30 ~~projects~~housing units in different levels of review in Woodside between June 30, 2022 – January 15, 2031. These projects, listed in Table G-1 and shown on Figure G-4, all propose new single-family residences and all but one also involves construction of at least one ADU. According to HCD Guidance, projects that have been approved, permitted, or received a Certificate of Occupancy during the projection period (June 30, 2022 – January 15, 2031) can be counted toward the 2023-31 cycle RHNA. Therefore, these pipeline projects are also

included in the RHNA Plan (see Table G-2). The pipeline projects are based on submitted applications outlined in Table G-1, and the affordability for the ADUs is distributed based on the ABAG methodology for ADU production/affordability. All single-family residences outlined in the submitted pipeline projects are considered above moderate-income units.

Table G-1 Pipeline Projects ~~[new table]~~

Address	APN(s)	Development Type	Project Status	Acreage	Very Low	Low	Moderate	Above Moderate	Total Units
10 Still Creek RD	75020100	SFD/ADU	Under Review	9.66	2			1	3
175 Josselyn LN	72052090	SFD/ADU	Under Review	3.65		2		1	3
152 Alta Mesa RD	73044300	SFD/ADU	Under Review	0.42			1	1	2
125 Sheridan WY	69150060	SFD/ADU	Approved	1.29			1	1	2
145 Northridge LN	69041200	SFD/ADU	Approved	1.16				2	2
2155 Greenways Dr.	69259450	SFD/ADU	Under Review		1			1	2
180 Fox Hollow Road	72370200	SFD	Approved	3.05				1	1
221 Highland Terrace	73041480	SFD/ADU	Approved					2	2
111 Hillside Drive	73062070	SFD/ADU	Approved	0.17		1		1	2
111 La Questa Way	73101270	SFD/ADU	Approved	1.1			1	1	2
3902 Sand Hill Road	72380070	SFD/ADU	Approved					2	2
310 Kings Mountain Road	72112050	SFD/ADU	Approved	3.01				2	2
132 Alta Vista Road	73032160	SFD/ADU	Approved	0.39				2	2
387 Moore Road	73133400	SFD/ADU	Approved					3	3
					3	3	3	21	30

Cycle 6 RHNA Plan

The Cycle 6 Housing Element includes a goal to meet the RHNA allocation, with a 20% buffer for a total of 393 units.

Meeting the Town’s RHNA Allocation

The RHNA Plan is described in Table G-2. As shown, the Town projects a total of 423 new housing units over the planning period, including sites to be rezoned, pipeline project, ADUs, and development under existing zoning. This is sufficient to meet the Town’s RHNA allocation with a

buffer of at least 20 percent. The Housing Element Programs in Chapter 3 outline rezoning of specific sites, and policies that encourage ADU development, to provide varied housing types that will meet AFFH goals and RHNA targets. A detailed list of sites is included on the attached HCD Excel Site Inventory spreadsheet.

Figure G-4 Pipeline Projects

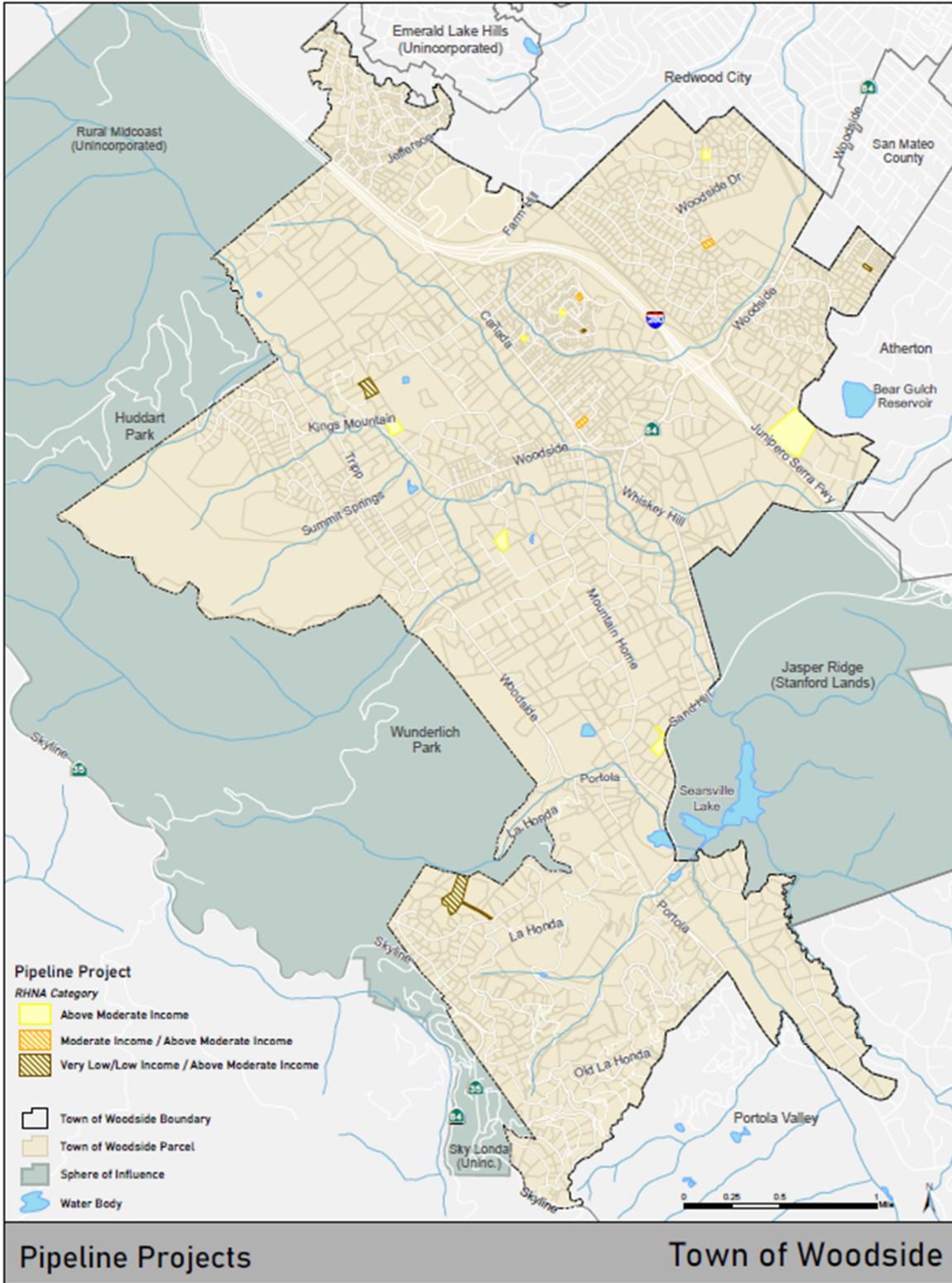


Table G-2 Proposed RHNA Plan

	Low and Very Low Income	Moderate Income	Above Moderate Income	Total
Current Zoning Sites				
Vacant Single-Family Sites			105	105
Non-Vacant Single-Family sites			44	44
Pipeline Projects	6	3	21	30
Cañada College	75			75
ADUs @ 15 units annually	72	36	12	120
Rezoning Sites				
773 Cañada Site @ 20 units/acre		16		16
High Rd. @ 20 units/acre	11	5		16
Raymundo @ 20 units/acre	12	5		17
Total	176	65	182	423
RHNA Allocation - Base	142	52	134	328
RHNA Buffer @ 20%	28	10	27	65
Total RHNA + Buffer	170	62	161	393
Surplus/Deficit	+6	+3	+21	+30

Assumptions for Table G-2

- There are 105 legally formed vacant parcels of substandard size with zoning that allows for single family residential development in the Town. Under State law, property owners would be allowed to develop one housing unit on each site, so these units have been counted toward the Above Moderate RHNA requirement.
- There are 44 legally formed non-vacant parcels of substandard size with zoning that allows for single family residential development in the Town. These parcels are not in use for winery or animal keeping, but they may contain structures such as outbuildings which do not inhibit development with housing. Under State law, property owners would be allowed to develop one housing unit on each site, so these units have been counted toward the Above Moderate RHNA requirement.
- Pipeline projects which are expected to receive permits within the projection period may also be counted toward RHNA. Any projects currently in review, recently approved, or under construction will also be counted toward RHNA.
- In July 2022, the San Mateo County Community College District adopted the *2022 Districtwide Facilities Master Plan (FMP)*, which was developed to guide short- and long-term planning for the District's three campuses. The District is now actively seeking funding for student and family housing at its campuses. As a first phase, the District is in

the process of applying for a State grant to support housing at the College of San Mateo campus. If successful, the District would move to a second phase to obtain grant funding to support student and family housing at one of its other two campuses, including Cañada College. The second phase application submittal could take place as soon as July 2024. The District has indicated that 75-80 units at Cañada College is a reasonable assumption.

- Safe harbors under State law (Government Code Section 65583.1(a)) allow the Town to project development of at least 15 ADUs per year over the 8-year planning period, based on recent production trends since 2018. Based on the average annual rate of construction permits issued for ADUs in Woodside since 2018 (see Chapter 2, Table 2-3), the inventory assumes 15 ADUs per year over the planning period, for a total of 120. The units have been allocated to RHNA categories consistent with the findings of the regional ADU affordability study prepared by ABAG discussed above and are allocated according to the 30/30/30/10 distribution assumption.
- 773 Cañada Road is assumed at 16 units available to households making less than 120 percent of the San Mateo County median income for the Moderate RHNA requirement. A portion of this site will be developed for higher density housing re-zoned to 20 units per acre.
- The Town-owned sites on Raymundo Drive and High Road will be rezoned to 20 units per acre, and the disposition agreements for these parcels will provide for a portion of the units to be restricted as affordable to lower income and moderate-income households.

Demand Analysis

State law requires the Housing Element to provide support for residential build out assumptions including land use controls and past residential trends. There is no data available on trends for higher density housing allowed by the rezoning of the Town-owned sites and the Cañada College site as this is new zoning that did not previously exist for Woodside. Higher density development demand is set forth in Figure G-5 showing 15-32 for-sale units annually which exceeds the number of higher density units projected for Town-owned sites in the RHNA Plan. HCD provides guidance that only 80% of projected demand should be used providing a cushion if actual demand is less than projected demand. Using 80% of the maximum annual demand equals 26 units per year or 208 units for the eight-year planning period. The combined total units for the College site and the three rezoning sites is 124 units or 60% of projected demand.

Figure G-5 Demand Analysis

	Potential households per year	Capture rates	Annual unit absorption
<i>Single-family detached for sale</i>	1,738	0.6% - 2.6%	10 - 45
<i>Single-family detached for rent</i>	3,263	0.1% - 2.1%	3 - 68
<i>Townhome for sale</i>	266	3.1% - 6.1%	8 - 16
<i>Townhome for rent</i>	832	0.3% - 2.3%	2 - 19
<i>Duplex unit for sale</i>	122	1.9% - 4.9%	2 - 6
<i>Duplex unit for rent</i>	569	0.1% - 2.1%	1 - 12
<i>Triplex or quad unit for sale</i>	117	1.8% - 4.8%	2 - 6
<i>Triplex or quad unit for rent</i>	640	0.1% - 2.1%	1 - 13
<i>Multifamily unit for sale</i>	562	2.7% - 5.7%	15 - 32
<i>Multifamily unit for rent</i>	2,924	0.2% - 2.2%	5 - 63

Source: Amarach Planning Services

Assumptions for Table G-5:

1. Potential households per year are projected County-wide households.
2. Capture rates are the percentage of units County-wide that could be expected to be developed in Woodside.
3. Annual unit absorption are the number of units that could be acquired or rented in Woodside based on the capture rate.

HCD SPREADSHEET INVENTORY OF SITES

[see table submitted with this Appendix]