



Item No. 10 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

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

**FROM: LISA COSTA SANDERS, TOWN PLANNER
NEAL MARTIN, PLANNING CONSULTANT**

DATE: MARCH 18, 2020

**SUBJECT: 2019 ANNUAL REPORT TO THE CITY COUNCIL ON THE ATHERTON
GENERAL PLAN IMPLEMENTATION**

RECOMMENDATION

Accept the Annual Report and authorize its transmittal to the California Governor's Office of Planning and Research and the California Department of Housing and Community Development pursuant to Section 65400 of the California Government Code (CGC).

BACKGROUND

The State of California Government Code 65400 et seq requires the preparation of an annual report to the local legislative body, the California Governor's Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD) describing the following:

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

2020 ANNUAL REPORT

Status of the Atherton General Plan and Progress in its Implementation

The Land Use, Circulation, Open Space and Conservation, Noise, and Community Safety Elements of the Atherton General Plan were updated between 2017 and 2020 and adopted by the City Council on January 15, 2020. The Housing Element Update 2014-22, which is the only element required to

be reviewed by HCD, has been found to be “In compliance” with the HCD review criteria. The Atherton City Council adopted the 2014-2022 Housing Element Update on March 18, 2015.

Atherton is essentially built out in accordance with the policies stated in the General Plan. The Sphere of Influence as adopted by the San Mateo Local Agency Formation Commission is coterminous with the current City Limits. Essentially all of the existing parcels of land have been developed with land uses consistent with the General Plan. All of the streets and highways described in the General Plan are developed to their planned capacity. The entire infrastructure needed to serve the planned land uses and population is in place with sufficient capacity to accommodate the planned land uses and population.

Progress in meeting Atherton’s Share of Regional Housing Needs

CGC Section 65400(a)(2)B provides: “The housing element portion of the annual report ... shall be prepared through the use of forms and definitions adopted by the Department of Housing and Community Development ...” The tables provided in Attachment 1 describe the progress made in meeting Atherton’s share of regional housing needs.

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

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

Date of the Last Revision to the Atherton General Plan

The last revision to all elements except the Housing Element of the Atherton General Plan was adopted by the City Council on January 15, 2020. The 2014-2022 Housing Element Update was adopted on March 18, 2015.

POLICY FOCUS

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

PUBLIC NOTICE

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

FISCAL IMPACT

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

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item ___ has or X has not been before a Town Committee or Commission.

- ___ Audit/Finance Committee (meets every other month)
- ___ Bicycle/Pedestrian Committee (meets as needed)
- ___ Civic Center Advisory Committee (meets as needed)
- ___ Environmental Programs Committee (meets every other month)
- ___ Park and Recreation Committee (meets each month)
- ___ Planning Commission (meets each month)
- ___ Rail Committee (meets every other month)
- ___ Transportation Committee (meets every other month)

ATTACHMENTS

1. Annual Housing Element Progress Report – Tables A – C
2. Analysis of Atherton General Plan – Adopted OPR Guidelines 2020

Jurisdiction	Atherton	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

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

Table A2 Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																						
Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement							Affordability by Household Incomes - Building Permits								
1					2	3	4							5	6	7						
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5H,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income
Summary Row: Start Data Entry Below							0	8	0	2	0	0	0		10	0	8	0	2	0	0	19
	061-103-090	2 Rosewood			SFD	O																
	061-103-090	2 Rosewood			ADU	R																
	070-539-030	216 Park Ln			ADU	R		1						8/13/2019		1						
	074-012-330	307 Walsh			SFD	O																
	061-032-120	250 Catalpa			SFD	O																
	061-340-170	4 Surrey			SFD	O																
	061-340-170	4 Surrey			ADU	R												1				
	070-142-100	83 Linda Vista			SFD	O																
	060-323-070	41 Maple			SFD	O																
	060-323-070	41 Maple			ADU	R																
	070-040-120	2 Fleur			SFD	O										1						
	069-004-060	18 Louden			ADU	R		1						1/4/2019								
	074-040-190	89 Tallwood			SFD	O																
	070-050-010	395 Selby			SFD	O																
	070-230-100	40 Isabella			SFD	O																
	070-230-100	40 Isabella			ADU	R																
	061-260-040	73 Parkwood			SFD	O										1						
	061-260-040	73 Parkwood			ADU	R										1						
	070-371-090	2 Douglass			SFD	O																
	070-371-090	2 Douglass			ADU	R																
	070-270-400	11 Cowell			ADU	R			1					6/18/2019								
	070-060-070	111 Almondral			SFD	O																
	070-060-070	111 Almondral			ADU	R												1				
	059-311-110	29 Stockbridge			ADU	R		1						6/11/2019								
	070-180-110	83 Faxon			SFD	O																
	070-151-050	46 Linda Vista			SFD	O																
	070-151-050	46 Linda Vista			ADU	R																
	070-270-360	30 Cowell			SFD	O										1						
	070-090-410	59 Almondral			SFD	O		1						8/13/2019								
	060-172-290	77 Marsh			SFD	O																
	060-172-290	77 Marsh			ADU	R																
	070-040-640	239 Polhemus			SFD	O																
	070-032-400	265 Polhemus			SFD	O																
	070-032-400	265 Polhemus			ADU	R										1						
	060-210-020	74 Middlefield			SFD	O																
	061-092-030	189 Greenoaks			SFD	O																
	073-212-050	54 Reservoir			SFD	O																
	059-292-180	166 Almondral			ADU	R		1						3/5/2019								
	073-213-140	6 Knoll Vista			ADU	R		1						9/27/2019								
	073-360-090	98 Leon			ADU	R		1						10/17/2019								
	059-293-010	101 Stockbridge			ADU	R			1					12/4/2019								
	070-031-010	349 Fletcher			ADU	R		1						12/17/2019								

Jurisdiction	Atherton	
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ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

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

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2								3	4	
Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	35	12									34	1
	Non-Deed Restricted			5	6	3	8						
Low	Deed Restricted	26										12	14
	Non-Deed Restricted			3	5	2	2						
Moderate	Deed Restricted	29										3	26
	Non-Deed Restricted			2		1							
Above Moderate		3		5	25	28	19					77	
Total RHNA		93											
Total Units			12	15	36	34	29					126	41

Note: units serving extremely low-income households are included in the very low-income permitted units totals
 Cells in grey contain auto-calculation formulas

Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Sec. 3.612 Market Rate Housing Construction	3 new Above Market units	2015-22	Five net new units constructed this year. Objective met and exceeded.
Sec. 3.621 Second Dwelling Unit (ADU) Program	40 new Moderate to Extremely Low Income Units	2015-22	Ten ADU's constructed and an additional 10 ADU's entitled in 2019. A total of 49 ADU's have been constructed and an additional 10 ADU's entitled from 2019. Objective met and exceeded.
Sec. 3.631 Faculty and Student Housing Program	27 new faculty units and 63 new student housing units in extremely low to moderated income ranges	2015-22	Market failed to construct any faculty or student units during this year.
Sec. 3.641 Continue to facilitate and expedite the rehabilitation and conservation of existing units	On-going permit issuance	2015-22	Over 100 permits issued this year for improvement, rehabilitation and conservation of existing units.
Sec. 3.651 Housing Opportunities for handicapped and low and moderate income and homeless	Enforce UBC regulations for handicapped access	2015-22	On-going program
Sec. 3.661 Meeting the needs of seniors	Enforce UBC regulations for handicapped access, support conservation of senior housing	2015-22	On-going program
Sec. 3.671 Non-discrimination in housing	Eliminate discrimination in housing to the extent feasible through Town actions	2015-22	On-going program

ATTACHMENT 2

Analysis of Atherton General Plan (AGP) with Adopted Office of Planning and Research (OPR) Guidelines
 February 17, 2020

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

¹ Language from the OPR Guidelines.

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

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

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Existing and projected levels of noise and noise contours for major noise sources	AGP Noise Element Existing and Future Noise Contours diagrams, pg. NOI-47 & 48 provide existing and projected noise contours for major noise sources.	Full
Existing and projected land uses and locational relationship to existing and projected noise sources	AGP Noise Element text, pg. NOI-42-43 describes the existing and projected land uses and locational relationship to existing and projected noise sources	Full
Existing and proposed sensitive receptors, including hospitals, convalescent homes, schools, churches and sensitive wildlife habitat	AGP Noise Element Table N-2, pg. NOI-42 describes standards for sensitive receptors, including hospitals, convalescent homes, schools, churches and sensitive wildlife habitat	Full
The extent of “noise problems in the community”	AGP Noise Element text, pg. NOI-43-44 describes the extent of “noise problems in the community”	Full
Method of noise attenuation	AGP Noise Element text, pg. NOI-45-46 describes noise mitigation measures.	Full
Implementation measures and possible solutions that address existing and foreseeable noise problems	AGP Noise Element text, pg. NOI-45-46 describes implementation measures and possible solutions that address existing and foreseeable noise problems	Full
Community Safety		
Issues to be addressed include:		
Seismically induced surface rupture, ground shaking, ground failure, tsunami, seiche, and dam failure	AGP Community Safety Element text, pg. CS-72-74 addresses seismically induced surface faulting, ground shaking, ground failure, tsunami, water waves (seiche), and dam failure.	Full
Slope instability leading to mudslides and landslides	AGP Community Safety Element text, pg. CS-75 addresses slope instability leading to mudslides and landslides.	Full

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