



CITY of BRISBANE

City Council Meeting Agenda

Thursday, March 16, 2023 at 7:30 PM • Hybrid Meeting 50 Park Place, Brisbane, CA

The public may observe/participate in City Council meetings using remote public comment options or attending in person. City Council members shall attend in person unless remote participation is permitted by law. The City Council may take action on any item listed in the agenda.

TO ADDRESS THE COUNCIL

IN PERSON

Location: 50 Park Place, Brisbane, CA 94005, Community Meeting Room

Masking is not required but according to the California Department of Public Health guidelines, people at higher risk for severe illness should consider masking. To help maintain public health and safety, we respectively request that people not attend in-person if they are experiencing symptoms associated with COVID-19 or are otherwise ill and likely contagious (e.g., respiratory illnesses).

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Note: Callers dial *9 to "raise hand" and dial *6 to mute/unmute.

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Any writings that are received after the agenda has been posted but before 4pm of the day of the meeting will be available for public inspection at the front lobby in City Hall and on the internet (brisbaneca.org/meetings). Any writings that are received after 4pm of the day of the meeting will be available on the internet at the start of the meeting (brisbaneca.org/meetings), at which time the materials will be distributed to the Council.

7:30 P.M. CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL

- A. Consider any request of a City Councilmember to attend the meeting remotely under the “Emergency Circumstances” of AB 2449

ADOPTION OF AGENDA

AWARDS AND PRESENTATION

- B. San Mateo County Health Presentation on Preventing Fentanyl Overdoses

ORAL COMMUNICATIONS NO. 1

CONSENT CALENDAR

- C. Approve Minutes of City Council Meeting of February 16, 2023
- D. Approve Minutes of City Council Closed Session Meeting of March 2, 2023
- E. Approve Minutes of Closed Session City Council Special Meeting of March 2, 2023
- F. Authorize Submission of 2022 Annual General Plan Progress Report

(To comply with reporting requirements of State law, it is being recommended to Direct staff to submit the 2022 General Plan Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor’s Office of Planning and Research.)

- G. Authorize Submission of 2022 Annual Housing Element Progress Report

(To comply with reporting requirements of State law, it is being recommended to direct staff to submit the 2022 Housing Element Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research.)

H. Approve Designation of Agent for Emergency Response Reimbursement

(It is being recommended to Approve California Office of Emergency Services Form 130, "Designation of Applicant's Agent Resolution for Non-State Agencies.")

I. Authorize Letter of Support for Property Tax In Lieu of Vehicle License Shortfall

(The purpose of this item is to offer support to the County of San Mateo and its cities; it is being recommended to authorize a Letter of Support to address the Property Tax in Lieu of Vehicle License Fee shortfall backfill that was omitted from the initial release of the Governor's 2023-24 State Budget.)

STAFF REPORTS

J. City Manager's Report on Upcoming Activities

MAYOR/COUNCIL MATTERS

K. Countywide Assignments and Subcommittee Reports

L. Written Communications

ORAL COMMUNICATIONS NO. 2

ADJOURNMENT

C.

File Attachments for Item:

C. Approve Minutes of City Council Meeting of February 16, 2023



BRISBANE CITY COUNCIL**ACTION MINUTES**

CITY COUNCIL MEETING**THURSDAY, FEBRUARY 16, 2023***HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005***CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Davis called the meeting to order at 7:32 P.M. and led the Pledge of Allegiance.

ROLL CALL

Councilmembers present: Councilmembers Cunningham, Lentz, Mackin, O'Connell and Mayor Davis

Councilmembers absent: None

Staff Present: City Manager Holstine, City Clerk Padilla, Legal Counsel Roush, Community Development Director Swiecki, Senior Planner Johnson, City Engineer Breault, Police Commander Garcia, and Administrative Analyst Ibarra

ADOPTION OF AGENDA

Mayor Davis requested we closed the meeting in memory of Marina resident Roy Perez. Councilmember O'Connell made a motion, seconded by Councilmember Mackin, to adopt the agenda as amended. The motion passed unanimously by all present.

Ayes: Councilmember Cunningham, Lentz, Mackin, O'Connell and Mayor Davis

Noes: None

Absent: None

Abstain: None

AWARDS AND PRESENTATION

Napallo Gomez-Somer, HIP Housing board member, presented the City Council with their 2023 calendars.

OPAL COMMUNICATIONS NO. 1

Michael Barnes spoke about wanting to see the results and data from the Sierra Point Park Open Space community survey. Adding bicycle features and biking belong everywhere.

Kim Follien asked to extend the public comment time limit from 2 minutes to 3 minutes.

CONSENT CALENDAR

- A. Approve Minutes of City Council Closed Session Meeting of February 2, 2023**
- B. Approve Minutes of City Council Meeting of February 2, 2023**
- C. Approve Resolution Amending the Current Public Works Maintenance Worker I/II and Public Works Maintenance Lead Worker Job Descriptions**
- D. Request to Seek Donations/Sponsorships for the 2023 Summer Concerts in the Park Series**
- E. Introduce an Ordinance, waiving first reading, amending Section 13.04.420 of Chapter 13.04 of the Brisbane Municipal Code pertaining to "Sewer System"**

(Introduction of this Ordinance is not subject to further environmental review because it is not a project under the California Environmental Quality Act (CEQA). CEQA Guidelines, section 15378 (b) (2). The purpose of this ordinance is to update the municipal code chapter relating to joint sewer laterals.)

Councilmember Lentz made a motion, seconded by Councilmember Cunningham, to approve consent calendar items A-E. The motion passed unanimously by all present.

Ayes: Councilmember Cunningham, Lentz, Mackin, O'Connell and Mayor Davis

Noes: None

Absent: None

Abstain: None

PUBLIC HEARING

- F. SP-CRO Sierra Point Commercial District; Zoning Text Amendment 2022-RZ-4; Zoning text amendment to Title 17, Chapter 17.18 of the Brisbane Municipal Code (BMC) to update existing research and development use provisions and performance standards; and finding that this project is exempt from environment review under CEQA Guidelines Section 15183(a)**

(It is being recommended for Council to decide on the draft ordinance to amend the SP-CRO Sierra Point Commercial District Research & Development provisions)

Senior Planner Johnson reported that on January 26, 2023 the Planning Commission considered the following draft amendments:

- Elimination of the use permit category of R&D using live animals. Thus, R&D using specifically named live

animal groups would be permitted by right, and the use of all other animals would be prohibited.

- Rabbits would be removed from the permitted R&D uses category.
- Permitted R&D uses would be expanded beyond insects to the larger category of invertebrates (i.e. animals without a backbone such as insects, spiders, worms, etc.). Permitted uses would also be expanded from amphibians to also include reptiles.
- Aside from animal testing, use permits for R&D utilizing biological agents exceeding National Institute of Health (NIH) Risk Group 3 would still be required, but the approving authority would be the Planning Commission, instead of City Council, with Council still being the authority on appeal of a Planning Commission decision, as is the process for other use permits.
- An organizational cleanup of the performance standard provisions was also included in the draft ordinance.

Senior Planner Johnson reported that the Planning Commission, by a vote of 3-1, recommended that City Council deny the proposed ordinance.

After some Council questions, Mayor Davis opened the public hearing.

Michael Barnes asked for the Council to look to neighboring City of South San Francisco's policies on Biotech Research and Development.

Councilmember O'Connell made a motion, seconded by Councilmember Cunningham, to close the public hearing. the motion passed unanimously by all present.

Ayes: Councilmember Cunningham, Lentz, Mackin, O'Connell and Mayor Davis

Noes: None

Absent: None

Abstain: None

After Council discussion, Councilmember Davis asked that more direct outreach to biotech companies is needed.

After further Council discussion and questions with staff, Councilmember O'Connell made a motion, seconded by Councilmember Mackin, to introduce the Ordinance with a modification to continue to have City Council serve as the reviewing authority for conditional use permits rather than the Planning Commission, for facilities that would exceed

National Institute of Health (NIH) Biosafety Level 3. The motion passed with a 3 to 2 vote.

Ayes: Councilmember Cunningham, Mackin, and O'Connell

Noes: Councilmember Lentz and Mayor Davis

Absent: None

Abstain: None

Council directed staff to do more outreach to Biotechnology Companies for the second reading of the Ordinance.

NEW BUSINESS

- G. Consider Approval of First Amendment to Lease for Property at 25 Park Place, Brisbane, CA. Approval of this First Amendment is exempt from further review under the California Environmental Quality Act because it is not a “project”. Section 15378 (b), CEQA Guidelines.**

City Manager Holstine reported that it is being recommended to approve the First Amendment to the Standard Industrial/Commercial Single Tenant Lease-Gross between the Orsini Court Trust and the City of Brisbane for the property located at 25 Park Place, Brisbane, CA, extending the term of the Lease for an additional 15 years (through December 31, 2046) and setting forth the annual rent increases for the property at a rate of 3% annually, subject to a reset of the rent in 2034.

After Council questions and discussion, Councilmember Mackin made a motion, seconded by Councilmember Cunningham, to approve of First Amendment to Lease for Property at 25 Park Place, Brisbane, CA. the motion passed unanimously by all present.

Ayes: Councilmember Cunningham, Lentz, Mackin, O’Connell and Mayor Davis

Noes: None

Absent: None

Abstain: None

STAFF REPORTS

H. City Manager’s Report on Upcoming Activities

No report was given.

MAYOR/COUNCIL MATTERS

I. Countywide Assignments and Subcommittee Reports

Councilmembers reported out on their county assignments and subcommittee meetings.

J. Written Communications

Council received the following correspondence:

Jeffrey Tong (2/16/23) Why We Need A Dedicated I-101/380 Bike & Ped Overpass

Dana Dillworth (2/15/23) Animal Testing on 2/16 council meeting

Brenda Moreno (received 2/7/23) Gun Safety - Safe Storage Ordinance in Brisbane

ORAL COMMUNICATIONS NO. 2

Kim Follien asked the Council to reach out to actual scientist about Research and Development and Animal Testing

Michael Barnes commented that by introducing the Public Hearing Item the Council has ignored the community and acted based on being politically correct.

ADJOURNMENT

Mayor Davis adjourned the meeting in memory of Roy Perez at 8:56 P.M.

Ingrid Padilla, City Clerk

D.

File Attachments for Item:

D. Approve Minutes of City Council Closed Session Meeting of March 2, 2023



BRISBANE CITY COUNCIL

ACTION MINUTES

BRISBANE CITY COUNCIL CLOSED SESSION MEETING

THURSDAY, MARCH 2, 2023

*HYBRID MEETING, 50 PARK PLACE LARGE CONFERENCE ROOM,
BRISBANE, CA*

6:30 P.M. CLOSED SESSION

A. Approval of the Closed Session Agenda

B. Public Comment. Members of the public may address the Councilmembers on any item on the closed session agenda

C. Adjournment into Closed Session

D. CONFERENCE WITH LEGAL COUNSEL—PENDING LITIGATION

Government Code, Section 54956.9 (d) (1). Number of Cases:

One

- **BRE SH Brisbane Owner, LLC v. City of Brisbane, San Mateo County Superior Court, Case No. 22-CIV-01112**

E. CONFERENCE WITH LABOR NEGOTIATOR Government Code Section 54957.6 Designated

representative: Clay Holstine, City Manager

Employee organization: IAFF

Mayor Davis called the meeting to order at 6:32 P.M.

Councilmember O'Connell made a motion, seconded by Councilmember Cunningham to approve the agenda as it stands. The motion was carried unanimously by all present.

Ayes: Councilmembers Cunningham, Lentz, Mackin O'Connell and Mayor Davis

Noes: None

Absent: None

Abstain: None

No member of the public made public comment. Mayor Davis adjourned the meeting into Closed Session.

REPORT OUT CLOSED SESSION

City Attorney McMorrow reported that updates were provided to Council, legal counsel was given direction and no action was taken at Closed Session regarding Item D and Item E.

ADJOURNMENT

The meeting was adjourned at 6:56 P.M.

Ingrid Padilla, City Clerk

E.

File Attachments for Item:

E. Approve Minutes of Closed Session City Council Special Meeting of March 2, 2023



BRISBANE CITY COUNCIL

ACTION MINUTES

BRISBANE CITY COUNCIL CLOSED SESSION SPECIAL MEETING

THURSDAY, MARCH 2, 2023

*HYBRID MEETING, 50 PARK PLACE LARGE CONFERENCE ROOM,
BRISBANE, CA*

6:45 P.M. CLOSED SESSION

A. Approval of the Closed Session Agenda

B. Public Comment. Members of the public may address the Councilmembers on any item on the closed session agenda

C. Adjournment into Closed Session

D. CONFERENCE WITH LEGAL COUNSEL—PENDING LITIGATION

Government Code, Section 54956.9 (d) (1).

Number of Cases: One

- **City of Brisbane v. CA High-Speed Rail Authority (Superior Court of Sacramento County, Case No. 80004010)**

ADJOURNMENT

Mayor Davis called the meeting to order at 6:57 P.M.

Councilmember Mackin made a motion, seconded by Councilmember O'Connell to approve the agenda as it stands. The motion was carried unanimously by all present.

Ayes: Councilmembers Cunningham, Lentz, Mackin O'Connell and Mayor Davis

Noes: None

Absent: None

Abstain: None

Paul Bouscal made public comment about his concern that the CA High Speed Rail Authority will use Eminent Domain to secure more land than they need for their operation.

Mayor Davis adjourned the meeting into Closed Session.

REPORT OUT CLOSED SESSION

City Attorney McMorrow reported that updates were provided to Council, legal counsel was given direction and no action was taken at Closed Session regarding Item D.

ADJOURNMENT

The meeting was adjourned at 7:22 P.M.

Ingrid Padilla, City Clerk

File Attachments for Item:

F. Authorize Submission of 2022 Annual General Plan Progress Report

(To comply with reporting requirements of State law, it is being recommended to Direct staff to submit the 2022 General Plan Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 16, 2023

From: John Swiecki, Community Development Director

Subject: 2022 Annual General Plan Progress Report

Community Goal/Result

Community Building

Purpose

To comply with reporting requirements of State law.

Recommendation

Direct staff to submit the 2022 General Plan Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

Background/Discussion

Per Government Code Section 65400(a)(2)(A) the City is required to prepare an annual report to the State on the City's progress in implementing the General Plan. The State-mandated General Plan (GP) Annual Progress Report (APR) provides information regarding the City's progress in meeting the community's goals through implementation of the GP.

General Plan APR

Unlike the Housing Element APR, the State does not prescribe a specific report format and cities are advised to highlight measures associated with the implementation of the GP, such as GP and Zoning Ordinance amendments, policy actions by the City Council, Citywide initiatives, and City-initiated projects.

As detailed in the attached report, in 2022 the City initiated a number of actions implementing the General Plan that include:

- General Plan amendment regarding certification and submission of Brisbane's 2023-2031 Housing Element to HCD;
- Awarded the contract for the Sierra Point Open Space and Parks Master Plan to develop the City's park system and public spaces at Sierra Point for community interactions, enhance connectivity, and additional opportunities for recreation;
- Completed civic improvements to existing infrastructure;
- Adopted greener building codes.

Of the 480 GP programs (excluding Housing Element programs that are reported under the Housing Element APR), 440 have been implemented or are ongoing programs implemented on a

continuous basis. Another 24 programs are either partially complete or currently underway, while 16 programs have not commenced.

Fiscal Impact

None.

Measure of Success

Submittal of the 2022 General Plan Annual Progress Report to HCD and OPR within the deadline prescribed by State law.

Attachments

1. Annual General Plan Progress Report
 - General Plan Program Implementation Status Matrix (Appendix A)



John Swiecki, Community Development Director



Clay Holstine, City Manager

Introduction

Government Code Section 65300 requires every city and county to prepare and adopt a comprehensive, long term general plan for the physical development of the community. The Government Code also requires that these plans include seven mandatory elements: Land Use, Circulation, Noise, Open Space, Conservation, Safety, and Housing. Each of these elements contains a set of goals, objectives, policies, and programs.

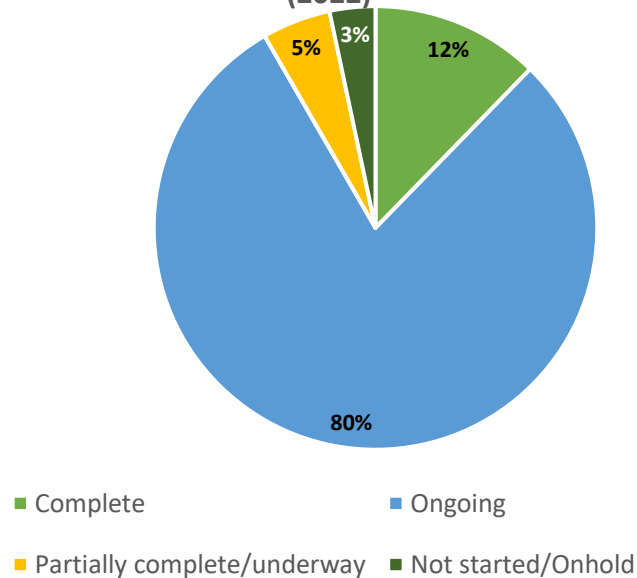
The broad purpose of the General Plan (GP) is to “establish both a database and a policy basis that can be updated and maintained over time and that accurately expresses the character, desires, and needs of Brisbane in the text and policies so that residents can say, ‘Yes, that is who we are,’ and, ‘Yes, that is who we want to be.’” (*The General Plan City of Brisbane*. Chapter 1, page I-21, 1994.)

Background

The General Plan Annual Progress Report is intended to meet State requirements for reporting the City’s progress toward meeting GP goals and objectives. The following report summarizes key Citywide actions in the calendar year 2022 that relate to the GP, including specific tasks undertaken by City departments, the Planning Commission, and City Council. This report is not intended to be a comprehensive audit of all of the City’s GP implementation programs, but includes the priorities and opportunities important to the community. Topics recommended by the California Office of Planning and Research (OPR) are briefly discussed below. In addition, staff has highlighted Council actions as well as several key City projects and programs undertaken in 2022 that support the goals and objectives identified in the GP.

Overall progress continues with the implementation of GP programs. Of the remaining 480 GP programs, 440 have been implemented or are ongoing programs implemented on a continuous basis. Another 24 programs are either partially complete or currently underway. An additional 16 programs have not been started or are on hold. Appendix A summarizes the Implementation efforts of the General Plan programs while Table 1 and Figure 1 provide a summary of the implementation progress for the General Plan, excluding Housing Element programs. Implementation of Housing Element programs must be reported on separately in the

**FIGURE 1: GENERAL PLAN
IMPLEMENTATION PROGRAM STATUS
(2022)**



Housing Element Annual Progress Report.

Table 1: General Plan Implementation Progress 2022

Program Status	Total Number	% of Total
Complete	59	12%
Ongoing	381	79%
Partially Complete/Underway	24	5%
Not Started/On Hold	16	3%
Total	480	100%

General Plan Updates

Beginning on December 16, 2021 and continuing until August 11, 2022, seven public workshops were held during Planning Commission meetings to update the public on the City's creation of its state-mandated 2023-2031 Housing Element. The 2023-2031 Housing Element is the City's blueprint for housing-related decisions, sets an action plan for how to meet housing goals, and accommodates at least 1,588 new dwelling units over the next eight years. Topics covered during the series of workshops included, but were not limited to, City demographics, meeting regional and local housing needs, a performance review of the 2015-2022 Housing Element, Affirmatively Furthering Fair Housing (AFFH), constraints to housing, selection of potential housing sites for rezoning, formulating a housing plan comprised of goals, policies, and programs, and a final orientation and overview of the Draft 2023-2031 Housing Element.

The culmination of the public workshops resulted in the Planning Commission making a recommendation to the City Council to submit the Draft 2023-2031 Housing Element to the State Department of Housing and Community Development (HCD) via approval of Resolution 2022-GPA-1. On October 6, 2022, the City Council directed staff to officially submit Brisbane's Draft 2023-2031 Housing Element. HCD approval and certification and submission of the Final 2023-2031 Housing Element is anticipated in early Spring 2023.

City Council Actions:

The City Council acted upon the following items that contributed to the implementation of the General Plan in 2022:

- Purchase of Bank of America Site: At its March 3, 2022 meeting, the City Council authorized execution of the lease financing documents to purchase of the former Bank of America Site at the corner of Bayshore Boulevard and Old County. At the Council's direction, City staff will work closely with the Council to ensure that a robust public process is pursued to determine the best use of the site.
 - ❖ *How This Project Implements the General Plan: Chapter III, Community Character Policy 7, Chapter IV, Community Character overarching goal, and Chapter XII, Subarea Policies Central Brisbane Policies CB.3 and CB.14*

- **Sierra Point Parkway Pavement Maintenance:** As part of the City's annual pavement maintenance efforts, an asphalt rubber cape seal was applied to Sierra Point Parkway between Lagoon Road and the Highway 101 overpass. Beginning in June 2022, the City's contractor applied an asphalt rubber chip seal and then a slurry seal over the chipped surface. Work was finished on July 19, 2022 with the installation of permanent thermoplastic striping. This project was made possible by funding received through the CalRecycle Rubberized Pavement Grant Program which was authorized under City Council Resolution No.



Sierra Point Parkway Pavement Maintenance

2021-20 on February 18, 2021. This program provided grant funding to public agencies that utilize recycled, waste-tire materials to perform cost-effective cape seal pavement maintenance. As a result of Brisbane's participation in this program, 2,083 waste tires were diverted from going to a landfill and recycled.

❖ *How This Project Implements the General Plan: Chapter IV, Community Character Policy 10, Chapter VI, Circulation Policy C.20, and Chapter IX, Conservation Policies 122, 124, and 143.*

- **Installation of Public Art in the City's Community Park:** On June 16, 2022 the City Council approved a Public Art Committee Request for a proposal to employ a consultant to assist the committee in finding and working with an artist for art work located at the community park located in the area between San Francisco Avenue and Old County Road, across from the Village Shopping Center. The Artist will be recommended by the Public Art Committee for approval by the City Council and include a public outreach process.

❖ *How This Project Implements the General Plan: Chapter VIII, Recreation and Community Services Policies 104, 105*

- **Sierra Point Open Space and Parks Master Plan:** At their July 14, 2022 meeting, the City Council awarded a contract to CMG Landscape Architecture to develop the City's park system and public spaces at Sierra Point for community interactions, enhanced connectivity, and additional opportunities for recreation through the master planning process. The City also established a project Subcommittee comprised of members from the City Council, Parks and Recreation Commission, Open Space and Ecology Committee,

Complete Streets Safety Committee, IDEA Committee, and Public Art Advisory Committee to work alongside staff to ensure this Plan guides future open space improvement while maintaining important goals such as enhance the natural environment, create public value by supporting social and cultural life outdoors, and increase connection to the water. CMG presented three concept plans to staff, the subcommittee, and at a public workshop in January 2023.

- ❖ *How This Project Implements the General Plan: Chapter IV, Community Character Policy 10, Chapter VI Circulation Policy C.34, Chapter VII, Open Space Policies 86, 87, 87.1, 88 and Chapter XII, Subarea Policies Sierra Point Policy SP.5*



Sierra Point Open Space and Parks Master Plan Community Workshop

- Adoption of Ordinance No. 675, November 17, 2022, Building Codes: Amends Title 15 of the Brisbane Municipal Code to adopt the most recent version of the California Building Standards Codes (Code of Regulations, Title 24 or CBC) and the International Property Maintenance Code, including local fire, building energy, and electric vehicle reach codes to comply with State law and implement measures to help meet the goals of the City's Climate Action Plan.
 - ❖ *How this Project Implements the General Plan: Chapter IV, Local Economic Development Policy 10, Chapter IX, Conservation Policies 140 and 141, and Chapter XI, Housing Element Policies H.F.1 and H.F.4.*
- Allocated \$100,000 from the City's Housing Authority Low Income Funds to set-up a program of rental assistance for lower-income households: The program, which began December 2020 is administered by the Samaritan House and aids residents who have

missed or deferred rental payments due to COVID-19 related issues. Thus far, 12 families have utilized the program for assistance in 2021 and 2022.

- ❖ *How This Project Implements the General Plan: Chapter IV, Local Economic Development Policy 8 and Chapter XI, Housing Goal H.B and Housing Policies H.A.1 and H.B.2*

Key Projects in 2022

- **2022 Enrichment Grant Program:** The focus of this grant program is on developing the academic, social, emotional, and physical needs and interests of youth through hands-on, engaging learning experiences. Brisbane Parks and Recreation was one of the program's grant recipients and utilized the funds to support their 2022 Summer Camp. Specifically, the funds were used to expand trainings for childcare staff to support SED (Social Emotional Disability) students, such as in the area of physical education, the purchase of STEAM project kits and supplies, and other added enrichment opportunities, so campers can develop new interests and build new skills.



Brisbane Summer Camp

- ❖ *How This Project Implements the General Plan: Chapter III, Community Character Policy 7.1 and Chapter VIII, Recreation and Community Services Policies 104, 106, 107, 108, 109, 111, 112, and 115*
- **Notice of Preparation of an Environmental Impact Reports (EIR):** On February 28, 2022 and June 16, 2022, a Notice of Preparation (NOP) of and EIR for the Sierra Point Towers Project and the Guadalupe Quarry General Plan and Zoning Amendment Project, respectively, were released to receive written comments and suggestions from interested parties. The scoping process is designed to enable the City to determine the scope and content of the EIR and identify potentially significant environmental effects and alternatives to be analyzed in the EIR. Following the close of the NOP comment period, a draft EIR will be prepared for each project and consider all NOP comments before being released for public review.
- ❖ *How These Project Implements the General Plan: Chapter III, Community Character Policy 8, Chapter IV, Community Character Policies 9 and 10, Chapter V, Land Use Policies LU.1 and LU.5, Chapter VI, Circulation Policy C.6, Chapter VII, Open Space Policy 86, Chapter X, Community Health and Safety*

Policies 146 and 175, and Chapter XII, Subarea Policies Sierra Point and Quarry Policies SP.1, SP.3, SP.4, SP.6, Q.1, and Q.2

- Sierra Point Hotel Development Project: In October 2022, the City approved a reimbursement agreement with a developer proposing a hotel and life science development project at Sierra Point. Typical of these kinds of projects, the developer will pay for outside consultant costs, such as the preparation of environmental documentation, and for all reasonable costs and expenses the City incurs in connection with processing the applications. An environmental consultant was selected that same month.
- ❖ *How These Project Implements the General Plan: Chapter III, Community Character Policy 8, Chapter IV, Community Character Policies 9 and 10, Chapter V, Land Use Policy LU.5, Chapter VI, Circulation Policy C.6, Chapter VII, Open Space Policy 86, Chapter X, Community Health and Safety Policies 146 and 175, and Chapter XII, Subarea Policies Sierra Point SP.1, SP.3, SP.4, and SP.6*

Attachments

Appendix A: General Plan Program Implementation Status

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
Chapter III Community Character		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
7.a	Actively disseminate information to the public through the public bulletin board, the Brisbane Star, press releases, water bills, postings in public buildings and public mailings.				X
7.b	Hold periodic community, neighborhood and business meetings to solicit input and provide information regarding emergency services.				X
7.c	Use water bills and the Brisbane Star to solicit public opinion and provide mechanisms for public response.				X
Chapter IV Local Economic Development		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
8.a	Assess service costs and revenues associated with proposed developments on a short and long-term basis.				X
8.b	Maintain information on available or potential sites for economic development and seek to conserve suitable locations for appropriate uses.				X
8.c	Encourage local equity ownership in local development in order to retain more economic benefits within the community.				X
8.d	Prepare informational and promotional materials to encourage desired development.				X
8.e	Encourage the Chamber of Commerce to develop promotional materials and to actively solicit businesses that benefit the City.				X
8.f	Investigate available programs which assist in rehabilitation, seismic upgrade or repair of businesses.				X
8.g	Develop economic programs including incentives available under the Community Redevelopment Act to encourage and facilitate the development of appropriate retail activity and hotels.				X
8.h	Use Redevelopment Agency funds, as appropriate, to assist in the construction of planned public improvements in the project's areas.	X			
8.i	Promote attractive retail development in planned areas instead of in strip areas adjacent to an arterial highway or freeway corridor.				X
8.j	Consider mixed-use zoning, which would encourage a combination of business and commercial uses, making sites more responsive to market conditions.				X

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
Chapter IV Local Economic Development		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
9.a	<i>Encourage the City and other Brisbane employers to give consideration to residency of equally qualified applicants and to advertise jobs locally in order to strengthen the economic and social health of the community.</i>				X
9.b	<i>Provide, as applicable, incentives to businesses that provide jobs for unemployed sectors of Brisbane's labor force.</i>				X
9.c	<i>Encourage small and locally owned businesses.</i>				X
10.a	<i>Develop an environmental strategy for economic development. The strategy should include methods of encouraging the use of renewable resources and the preservation and restoration of the unique features of the community for future generations.</i>			X	
Chapter V Land Use		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
LU.3.a	<i>When evaluating land uses, consider whether a use would result in adverse impacts on existing and proposed land uses nearby, and whether those impacts can be mitigated.</i>				X
LU.6.a	<i>When drafting development standards, consider preserving a sense of openness in the design of structures and sites and the access to sky and sunlight for both new construction and renovation projects.</i>				X
LU.8.a	<i>In making land use decisions, consider the proximity of open space on San Bruno Mountain and public views of and access to the Bay as issues to be addressed.</i>				X
LU.9.a	<i>Prohibit land use changes that would result in development that would break the natural ridgeline.</i>				X
LU.9.b	<i>Adopt hillside development standards that protect against ridgeline development through regulation of the siting of structures, location of access, landscape requirements and other pertinent factors.</i>			X	
LU.10.a	<i>In conjunction with land use development applications, encourage options that minimize grading and transformation of the landform and fit comfortably with the topography.</i>				X
LU.11.a	<i>Identify and map vistas and view corridors of community-wide value to be preserved and enhanced.</i>			X	

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Program No.	Implementation Program Objective	Implementation Status			
Chapter V Land Use		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
LU.11.b	Consider amendments to the Zoning Ordinance to provide for site plan review to assure that identified vistas and public view corridors remain accessible for public enjoyment. The review should evaluate building placement, height and bulk.			X	
LU.11.c	In reevaluating the tree protection ordinance and landscaping requirements, consider the tradeoff between desirability of foliage versus the preservation of views and access to sunlight.			X	
LU.12.a	Review the R and C-2 District regulations to ascertain if amendments would help preserve the diversity of existing development.			X	
LU.12.b	Consider amendments to the Zoning Ordinance to prohibit issuance of a building permit for a single-family dwelling on a lot of record when the design is essentially the same as that on any immediately adjacent lot.	X			
LU.14.a	Consider amendments to the Zoning Ordinance which contain clear and defined standards to protect creativity and diversity in design while addressing issues of height, scale, mass and articulation.		X		
LU.14.b	Review existing height limits in existing land use districts to determine whether current regulations result in structures appropriate in height and scale to the physical character of the City.		X		
LU.14.c	Review the residential parking requirements in the Zoning Ordinance to determine their effect on the height, mass and scale of structures and grading implications and whether amendments to the Code should be considered.			X	
LU.14.d	Establish height limits for new zoning districts, taking into consideration the geology and topography of the area, as well as impacts to adjacent uses.			X	
LU.14.e	Establish clear and defined performance standards in the Zoning Ordinance for buildings and signs visible from the hillsides of Central Brisbane. Standards should address light and glare, the treatment of roofs and the screening of mechanical equipment.			X	
LU.14.f	Consider amendments to the Zoning Ordinance to establish standards for protecting the character of the existing residential Central Brisbane subarea, including attention to scale, juxtapositions, views, natural topography and ecological protection.			X	

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Program No.	Implementation Program Objective	Implementation Status			
Chapter V Land Use		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
LU.14.g	Amend the Zoning Ordinance to prohibit tall smoke stacks and industrial towers.			X	
LU.14.h	Amend the Zoning Ordinance to require that large parking lots be broken up by landscaped areas and parkway strips.			X	
LU.15.a	Provide courtesy inspections of historic structures and sites to advise owners of needed corrections and repairs.	X			
LU.15.b	Provide information to owners of historic structures regarding State tax incentives for rehabilitation.	X			
LU.15.c	Seek official designation of historical structures and sites and pursue all means of ensuring their permanent preservation.	X			
LU.16.a	Prevent blight and deterioration by providing public information and enforcing health and safety codes.				X
LU.16.b	Seek funding sources, such as low-interest loans and grants for rehabilitation of existing structures, and encourage property owners to take advantage of such programs.				X
LU.17.a	Establish the Central Brisbane subarea as the "town center" and the hub of civic activities.				X
LU.17.b	As outer areas develop, assure connections and compatibility with the existing community.				X
LU.18.a	Consider access for vehicles, bicycles and pedestrians in conjunction with the siting of commercial services and recreational facilities.				X
LU.18.b	Require all commercial services and public facilities to be accessible to persons with disabilities in accordance with State and Federal regulations.				X
LU.19.a	As a part of the City's Capital Improvement Planning, consider the need for and appropriate location of public facilities, such as a City Hall, Community Center, Recreation Center and Police Station.			X	
LU.19.b	Improve the Old County Road site as a central gathering point for community events.				X
LU.19.c	Continue to maintain and upgrade the Community Center.				X
LU.19.d	In coordination with the School District, continue shared community use of District facilities.				X

Program No.	Implementation Program Objective	Implementation Status			
Chapter V Land Use		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
LU.19.e	Determine the best civic use for the Old Fire Station site on San Bruno Avenue.				X
LU.22.a	Review the setback, lot coverage and landscape requirements in the Zoning Ordinance to assure adequate open areas in the development pattern.				X
LU.22.b	Adopt new zoning regulations, as necessary, with specific qualifying requirements for open areas and square footage and for percentage minimum standards for all development districts.				X
LU.22.c	In all multi-structure development proposals, consider the pattern of open areas as an integral part of the development concept.				X
LU.23.a	Establish minimum setback requirements from the Brisbane Lagoon, Levinson Marsh, and other designated aquatic areas consistent with good planning and conservation practices in consultation with the California Department of Fish and Game.		X		
LU.24.a	Consider a setback requirement to achieve separation from areas of wildland fire hazard.				X
LU.24.b	Consider hillside development standards that retain steep slopes as open areas.				X
LU.25.a	Review the Zoning Ordinance for opportunities to retain certain parking and setback nonconformities that contribute to the historic pattern of open areas in Central Brisbane.			X	
LU.25.b	Review the parking and setback requirements in the Zoning Ordinance to ascertain how the requirements affect the pattern of open areas and whether amendments to the Code could provide more open areas and landscape along the street right-of-way.			X	
LU.25.c	Underground utilities in conjunction with all new development.				X
LU.25.d	If economically feasible, underground utilities in conjunction with street reconstruction.				X
LU.26.a	Examine district regulations to ascertain whether amendments to the Code are necessary to provide adequate setbacks to establish open areas along the right-of-way.				X
LU.27.a	If safety standards are met, retain and enhance unique features such as rock escarpments, retaining walls, "gateways" (such as the entry to Crocker Park) and historic, aged trees.				X

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Program No.	Implementation Program Objective	Implementation Status			
Chapter V Land Use		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
LU.28.a	Require landscaping along all major arterial streets.				X
LU.28.b	Construct landscaped medians where appropriate in arterial streets.				X
LU.28.c	Use drought resistant, water-conserving non-invasive plant materials that reflect local character.				X
LU.28.d	Continue to implement a street tree planting and management program and improve it as appropriate.				X
LU.28.e	Improve the program for street and directional signs.				X
LU.28.f	Prohibit new commercial billboard sites and seek to remove those currently in place.				X
LU.28.g	Provide standards in the Municipal Code to assure that abutting properties have adequate separation from travelways and protection from noise and other traffic impacts.				X
LU.28.h	Consider funding methods, such as landscape assessment districts, to install and maintain improvements within rights-of-way.				X
LU.28.i	Work with appropriate State and County agencies, private organizations, service clubs and property owners to maintain an attractive appearance of major thoroughfares.				X
LU.28.j	Encourage environmental groups, local service clubs, individuals and local businesses to "adopt a street" to support litter removal and encourage volunteer beautification projects along streets and remaining rights-of-way.				X
LU.28.k	Discourage wind channelization when approving new streets.				X
LU.29.a	Develop a list with supporting documentation of these constraints (the constraints of topography and the ability to serve parcels with infrastructure to City standards), including fiscal, geophysical, ecological, etc.			X	
LU.30.a	Require that unrecorded lots be surveyed and a parcel map recorded before permitting new improvements to be constructed or existing improvements intensified on the property.				X

Program No.	Implementation Program Objective	Implementation Status			
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.1.a	Consult with Caltrans, the Metropolitan Transportation Commission, San Francisco Transportation Authority, San Mateo County Transportation Authority, C/CAG, and others to develop and fund programs including physical improvements, enhanced use of transit, and transportation demand management, to maximize the ability of the 101 freeway to accommodate regional through traffic.				X
C.1.b	Develop design plans for Bayshore Boulevard, the Geneva Avenue extension, and interchanges along the 101 freeway that address the effects of regional through traffic within Brisbane and enhances mobility for Brisbane residents and businesses through a combination of roadway and intersection, transit, bicycle, and pedestrian facility improvements that would not cause a substantial increase in vehicle miles travelled (VMT) on Bayshore Boulevard or other routes through the City. As part of this design plan, evaluate (1) whether changes in design speeds along Bayshore Boulevard could improve mobility within the City; (2) the feasibility of shifting a portion of regional through traffic from Bayshore Boulevard onto other routes, such as Sierra Point Parkway by extending that roadway north to the 101 freeway interchange at Beatty Avenue, and (3) appropriate routing of trucks to and from the Crocker Park area.		X		
C.1.c	Prepare, adopt, and implement a mobility improvement fee program to fund the multi-modal improvements called for in the design plan for Bayshore Boulevard and interchanges along the 101 freeway.		X		
C.1.d	Rather than undertake multiple traffic impact analyses to evaluate individual intersections along Bayshore Boulevard, Geneva Avenue, and at intersections along the 101 freeway, require new development projects that would generate 50 or more peak hour trips at any intersection along Bayshore Boulevard, Geneva Avenue, or at intersections along the 101 freeway to comply with the design plan developed pursuant to Program C.1.c and either provide physical improvements consistent with the plan or pay established traffic impact fees as directed by the Public Works Director.		X		

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Program No.	Implementation Program Objective	Implementation Status			
C.2.a	<i>Require development projects that would generate 50 or more peak hour trips at an arterial street intersection to prepare a traffic impact analysis.</i>				X
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.2.b	<i>In lieu of requiring individual development projects to prepare traffic impact analyses to evaluate intersections and require mitigation measures for impacts at intersections along principal and minor arterials streets, consider developing a program of impact fees to fund multi-modal improvements and reduce automobile traffic generation in coordination with the San Mateo County Congestion Management Plan, as applicable.</i>		X		
C.4.a	<i>Pursue an extension of Geneva Avenue, connecting with the Candlestick Highway 101 Interchange that provides for bus rapid transit and connection to the Bayshore Caltrain station.</i>		X		
C.4.b	<i>Consult with Caltrans in the design of the Candlestick Highway 101 Interchange to assure the best connection with the Geneva Avenue Extension.</i>		X		
C.4.c	<i>Require that all east-west corridor rail crossings are separated (i.e. not at-grade) to the extent permitted by law.</i>		X		
C.5.a	<i>Require the upgrade of Tunnel Avenue to current codes and safety standards.</i>		X		
C.8.a	<i>Consult with Caltrans in regard to street standards when a City street is a connector or ramp to a State route.</i>				X
C.9.a	<i>Permit exceptions that meet the required findings set forth in the Municipal Code.</i>				X
C.10.a	<i>Continue to implement street development standards that establish requirements for right-of -way dedication, street width, length, turnarounds, and access to parcels.</i>				X
C.10.b	<i>Continue to implement street engineering design and construction standards that establish requirements for horizontal alignment and vertical alignment, pavement and pavement crown, concrete curb, and structural section design.</i>				X
C.10.c	<i>Continue to implement standards for sidewalks, bikeways, signalization, striping, and street lighting.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
C.11.a	<i>Consider incorporation of small scale parking bays, rolled curbs, and other means of including parking and providing safe clearance on hillside streets.</i>				X
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.14.a	<i>Investigate the feasibility of undergrounding utilities to mitigate potential traffic hazards, such as downed lines in a fire.</i>				X
C.14.b	<i>Consider opportunities and funding to enhance safety on steep streets.</i>				X
C.17.a	<i>Limit and control the number and location of driveways into arterial streets as needed to maintain mobility within the City. Encourage adjacent properties to develop common access. See also Program C.22.2 in Complete Streets section.</i>				X
C.17.b	<i>Use landscaped medians and islands to direct and channel traffic, where needed to provide for mobility for Brisbane residents and businesses, as well as to provide safe separation and visual respite.</i>				X
C.18.a	<i>In conjunction with design planning for Bayshore Boulevard and the Geneva Avenue extension, undertake a review of appropriate truck routes within Brisbane, including truck routes to serve Crocker Park.</i>		X		
C.20.a	<i>Encourage creation of assessment districts where appropriate, for needed circulation improvements.</i>				X
C.20.b	<i>Utilize gas tax, sales tax and other funding sources to implement circulation improvements.</i>				X
C.22.a	<i>Review and where needed, update the City's engineering design standards to implement Complete Streets infrastructure elements.</i>				X
C.22.b	<i>Incorporate Complete Streets infrastructure elements into new streets, street retrofits and certain maintenance projects to encourage multiple modes of travel, as appropriate to the context and determined reasonable and practicable by the City. Depending on the context, these elements may include:</i> <ul style="list-style-type: none"> <i>• Infrastructure that promotes a safe means of travel for all users along the public right-of-way, such as sidewalks, shared use of paths, bicycle lanes, and paved shoulders;</i> <i>• Infrastructure that facilitates safe pedestrian crossings of the right of way, such as accessible curb ramps, crosswalks, refuge islands, and signals to meet the needs of children, people with disabilities and the elderly;</i> 				X

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Program No.	Implementation Program Objective	Implementation Status			
	<ul style="list-style-type: none"> Street design features that promote safe and comfortable travel by pedestrians, bicyclists and users of public transportation, such as traffic calming features and physical buffers between vehicular traffic and other users; 				
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.22.b	<ul style="list-style-type: none"> Inclusion of amenities that improve the comfort and addresses the safety needs of pedestrians and bicyclists, such as, but not limited to, signs, pavement markings, pedestrian-scale lighting, benches, seat walls, bike lockers and racks; Improvements to public transit and multi-modal connections, to enhance City-wide transit access and connections to regional destinations; Minimizing vehicular ingress and egress points on major arterials and consolidating private driveway entries to enhance bicycle, pedestrian and automobile safety along these arterials; Inclusion of street trees and other landscaping features, to enhance the appearance of the streetscape and to encourage pedestrian and bicycle use. Landscaping should use San Bruno Mountain native plants where feasible. In any case, plants should be non-invasive and drought resistant. (See also the Green Streets section of this element.) Balance on-street parking as appropriate to the context, to promote the Complete Streets Act goals and encourage economic vitality. (See also the Parking section of this element.) 				X
C.22.c	Where possible, work with MTC to secure regional funding for Complete Streets projects.				X
C.23.a	Identify roadways where retrofits may reasonably be accomplished in balance with existing and planned land uses, giving priority to arterial and collector streets and to projects that would provide greater connectivity between key areas of the City, such as, but not limited to, between the Northeast Ridge, Sierra Point and Central Brisbane.				X
C.23.c	Seek regional, state, and/or federal funding sources to retrofit roadways to create Complete Streets.				X

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Program No.	Implementation Program Objective	Implementation Status			
C.24.a	<i>As part of the design review permit process, require documentation of how the routine accommodation of bicyclists and pedestrians will be satisfied.</i>				X
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.24.b	<i>As part of the project design review process, ensure that the project objectives and purpose are consistent with current MTC directives on Complete Streets and Routine Accommodation.</i>				X
C.26.a	<i>Continue to apply for Transportation Development Act (TDA), successors to TDA, and other funding sources.</i>				X
C.27.a	<i>Continue to identify improvement projects and seek funding for Safe Routes to School infrastructure improvements.</i>				X
C.27.b	<i>Continue non infrastructure-related activities that encourage walking and bicycling to school, through outreach on the City's website, informational articles in the local City news publications, communications through community leaders, partnering with non-profit entities, promoting walk and bike to school days, and supporting partnerships with the schools to provide education directly to students and parents on the benefits of walking and bicycling to school.</i>				X
C.27.c	<i>Develop and promote a traffic safety education program for the schools.</i>			X	
C.27.d	<i>Continue to provide a crossing guard program.</i>				X
C.28.a	<i>Identify areas of the City where bikeways may be constructed, as both recreational and transportation amenities, with the aim of connecting all areas of the City with a network of bikeways.</i>				X
C.28.b	<i>Design and install bikeways to meet best current engineering practices.</i>				X
C.29.a	<i>Install as many bikeways as can safely be accommodated and are economically feasible.</i>				X
C.31.a	<i>As a part of the budget and Capital Improvement Program development, seek opportunities to upgrade existing bikeways and to install new bikeways.</i>				X
C.32.a	<i>Include bicycle lockers in park-and-ride facilities.</i>		X		
C.32.b	<i>Encourage business and employment centers to provide bicycle-parking facilities for their employees</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
C.32.c	<i>Design and install bicycle-parking facilities to meet best current engineering practices.</i>				X
C.33.a	<i>Promote bicycle use through a public information program, at special events, and through City publications.</i>				X
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.33.b	<i>Establish an educational program on safe bicycle use.</i>			X	
C.33.c	<i>Make bicycle network maps available.</i>				X
C.34.a	<i>Identify sidewalks, walkways, and trails throughout the City to improve with pedestrian amenities as funds are made available; and continue to apply for new grant funding.</i>				X
C.34.b	<i>Consider opportunities to enhance and expand pedestrian access between Central Brisbane, the Caltrain station, Sierra Point Marina and other regional destinations and transit connections.</i>				X
C.34.c	<i>As part of the budget and Capital Improvement Program preparation, seek funding to upgrade and expand the system of pedestrian sidewalks, walkways and trails, especially in conjunction with street improvement projects.</i>				X
C.34.d	<i>For newly designed and constructed sidewalks, disallow automobile parking thereon; and for existing sidewalks adjacent to rolled or vertical curbs, encourage residents to park such that sidewalks are kept clear for pedestrians in accordance with the Americans with Disabilities Act (ADA) width standards.</i>				X
C.34.e	<i>Where practicable and where funds are available, establish and improve mid-block and block-end, public right-of-way pedestrian paths, in order to provide direct off-street pedestrian access between the upper and lower parts of Central Brisbane.</i>				X
C.35.a	<i>Adopt standard requirements for sidewalk improvements along property frontages, taking into consideration constraints imposed by topography, and where sidewalks are not appropriate, consider in-lieu fees for new development for funding pedestrian amenities elsewhere in the City.</i>			X	
C.35.b	<i>Consider accepting sidewalk improvements beyond the frontage of a development site as a means to help mitigate traffic and parking impacts.</i>				X
C.36.a	<i>Continue active participation in the implementation of the San Mateo County-wide Transportation Plan to improve circulation systems, to</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
	<i>develop alternatives to automobile dependence and to make transportation-sensitive land use decisions.</i>				
C.36.b	<i>Request more frequent scheduling of Caltrain stops at the Bayshore station as warranted by demand.</i>				X
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.36.c	<i>Support, improve, and expand transit to serve the business and residential communities and provide connections to major transportation hubs.</i>				X
C.36.d	<i>Cooperate with San Mateo County Transit District (SamTrans), and other appropriate agencies, to establish bus rapid transit (BRT) systems where practicable.</i>				X
C.36.e	<i>Cooperate with and provide input to transit agencies to provide increased bus scheduling to a greater network of destinations (especially to regional destinations, such as work, shopping, entertainment centers and medical facilities).</i>				X
C.36.f	<i>Cooperate with and provide input to transit agencies to provide more comprehensive transfer connections with other bus routes outside of Brisbane and with other transit systems, such as Caltrain and BART.</i>				X
C.36.g	<i>Work with SamTrans to install improvements at existing bus stops and designated routes.</i>				X
C.36.h	<i>Provide information to citizens on the availability of transit.</i>				X
C.36.i	<i>Require new development that are subject to the City's transportation demand measures (TDM) ordinance to also incorporate measures that facilitate Complete Streets compliance measures, such as transit stops, shuttle stops, and bicycle facilities.</i>				X
C.38.a	<i>Continue active participation in the Congestion Management Program.</i>				X
C.38.b	<i>Continue active participation in the Peninsula Traffic Congestion Relief Alliance Joint Powers Authority (Commute.org), as a means to cooperatively encourage residents and employees to reduce demand on transportation infrastructure.</i>				X
C.38.c	<i>Provide information to citizens, employers, and employees on the alternatives to the single-occupant commute vehicle and the benefits of using the alternatives.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
C.38.d	<i>Provide local incentives for participation in Transportation System Management (TSM) and Transportation Demand Management (TDM) programs and continue to implement same.</i>				X
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.38.e	<i>Require Transportation System Management and Transportation Demand Management</i>				X
C.39.a	<i>Periodically review residential parking requirements in the Zoning Ordinance, to maintain parking availability in Brisbane's residential districts and to ensure consistency with the latest adopted Housing Element.</i>				X
C.39.b	<i>Seek means to encourage residents to use their garages for vehicles rather than other purposes.</i>				X
C.40.a	<i>Consider opportunities to add public parking to underserved areas and investigate establishing a public parking lot or lots.</i>				X
C.40.b	<i>Pursue, as feasible and needed, a downtown parking assessment district.</i>				X
C.41.a	<i>Review the parking regulations for office, commercial and industrial uses and consider setting minimum and maximum parking standards where transit alternatives are readily available.</i>		X		
C.47.a	<i>In reviewing building permit, subdivision and other development applications, distinguish whether the subject property has access from public streets, private streets, or easements. Obtain from applicants evidence of a legal right of access to their properties. Require that such access meet applicable standards.</i>				X
C.48.a	<i>Continue to accept offers to dedicate existing private roadways as public streets, where they meet City standards.</i>				X
C.48.b	<i>Where appropriate, require exactions or impact fees for new development and improvements to property to improve substandard streets to minimum safety standards.</i>				X
C.48.c	<i>Investigate requiring secondary access for long cul-de-sac streets.</i>				X
C.48.d	<i>Investigate requiring mid-block turnarounds on all streets with cul-de-sacs longer than 500 feet.</i>				X
C.48.e	<i>Investigate requiring that substandard intersections be improved, in conjunction with new development, to provide adequate turning radius.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
C.48.f	<i>Consider an impact fee program to fund acquisition of additional rights-of-way, widening of existing streets to provide additional on-street parking and construction of other safety improvements.</i>				X
Chapter VI Circulation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
C.48.g	<i>Continue to require parking and safety improvements in conjunction with new residential development and major additions or remodels that meet defined thresholds.</i>				X
C.48.h	<i>Encourage the formation of assessment districts where appropriate, for needed circulation improvements.</i>				X
C.51.a	<i>Continue to evaluate and update the approved plant species list and standards for streetscape plantings.</i>				X
C.51.b	<i>Consider where Green Streets retrofits may be incorporated into capital improvement projects and seek funding sources for Green Streets projects.</i>				X
54.a	<i>Consider revisions to the Brisbane Municipal Code to require vehicle charging stations for development projects.</i>				X
54.b	<i>Encourage the use of electric, fuel cell and other clean energy vehicles and provide charging stations at public facilities and encourage installation of charging stations at existing private sites, as reasonable and feasible.</i>				X
54.c	<i>Seek grant funding opportunities and other funding sources to install publicly accessible vehicle charging stations and other infrastructure to support and enhance alternative means of transportation.</i>				X
54.d	<i>Encourage the maintenance of existing rail-spur lines to continue their use in transporting goods. (See also policies and programs under the Transit section for public transportation)</i>				X
54.e	<i>Monitor and consider new technological advances such as driverless shuttles and how sharing based transportation (car and bike sharing) can be accommodated in the City's circulation system.</i>				X
Chapter VII Open Space		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
82.a	<i>Educate the public of the continued threat of invasive species through the Brisbane Star.</i>				X
83.a	<i>In the official actions of the City, including resolutions and ordinances, recognize the importance of maintaining and preserving the natural eco-system and beauty of San Bruno Mountain.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
83.b	<i>Comply with the provisions of the Habitat Conservation Plan to protect endangered species habitat.</i>				X
Chapter VII Open Space		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
83.c	<i>Cooperate with public and private groups involved in rare plant protection, habitat restoration and maintenance of mountain eco-systems to preserve open space on San Bruno Mountain.</i>				X
83.d	<i>Provide an annual report to the City Council on Federal, State and private opportunities for open space acquisition on San Bruno Mountain and elsewhere in the City.</i>				X
84.a	<i>Cooperate with the County and State to enhance San Bruno Mountain Park and adjacent lands in Brisbane by joint public information programs about the Mountain and by encouraging supervised volunteers in protection and preservation efforts.</i>				X
84.b	<i>Through public school programs, encourage and promote San Bruno Mountain as an educational resource.</i>				X
84.c	<i>Lobby and work with environmental and conservation groups, and State, County and Federal agencies to ensure the preservation and maintenance of San Bruno Mountain State and County Park.</i>				X
84.d	<i>Through the Recreation Program, provide educational and volunteer programs to adults and youth regarding San Bruno Mountain.</i>				X
84.e	<i>Provide information on the natural ecology of the Canyons through publications and presentations, and encourage citizens to respect the fragility of these eco-systems.</i>				X
84.f	<i>Provide an annual report to the City Council and the community of all activities pertaining to the acquisition, preservation and appreciation of San Bruno Mountain, including information from the HCP manager.</i>				X
85.a	<i>Seek opportunities to utilize aquatic areas for recreational and educational activities consistent with the sensitivity of the resource.</i>				X
85.b	<i>Develop provisions in the Zoning Ordinance, including setback requirements, to protect the natural ecology of aquatic resources.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
85.c	<i>Provide information to citizens on the eco-systems of the Bay, the Lagoon and the Wetland Marsh and how citizens can participate in respecting and conserving these resources.</i>				X
Chapter VII Open Space		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
85.d	<i>Work with responsible agencies, property owners and environmental and conservation groups to ensure preservation of aquatic eco-systems.</i>				X
86.a	<i>Develop and maintain a network of trails and pathways throughout the City to provide appropriate access to open space and to link City trails with County and regional trail systems.</i>				X
86.b	<i>Extend the trail system to include aquatic areas and provide access to public transportation systems.</i>		X		
86.c	<i>Examine the potential to extend a pedestrian and bicycle trail between Sierra Point and the Candlestick Recreation Area along the Bay to the east of Highway 101 in cooperation with regional efforts to obtain the same objective.</i>				X
87.a	<i>Use the standards in Table 6 as guidelines for the provision of parks and open space for the community.</i>				X
88.a	<i>Encourage local businesses, citizens, and public and/ or private landowners to participate in the planning, acquisition, development, maintenance and use of park facilities.</i>				X
88.b	<i>Continue to work with citizens to plan and develop a community park on the Old County Road site.</i>			X	
88.c	<i>Require impact fees or exactions as contributions to the acquisition, development and maintenance of passive open space, park and recreation facilities in conjunction with the mitigation requirements for development projects.</i>				X
89.a	<i>Examine the potential for obtaining funding, including open space, park, and recreational impact fees, to provide benefits for the non-resident population. Consider joint development of facilities.</i>				X
91.a	<i>On an ongoing basis, explore and pursue funding sources for acquisition of open space lands with habitat, recreational or other natural resource value.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
Chapter VIII Recreation and Community Services		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
91.b	<i>In conjunction with all new development and the redevelopment of existing uses, where appropriate, require dedication of lands with habitat or other natural resource value to remain as open space and/or in-lieu fees for open space acquisition.</i>				X
93.a	<i>Consider legally available means of funding open space acquisition, such as taxing, assessment districts and other funding mechanisms.</i>				X
93.b	<i>Establish an open space fund to consolidate in-lieu fees, donations, and grants so as to be ready to acquire open space as funds are sufficient and opportunities arise.</i>				X
93.c	<i>Encourage volunteer efforts in supporting open space acquisition, through such activities as initiating legislation, fund-raising and generating philanthropic dedications.</i>				X
93.d	<i>Provide an annual report to the City Council on the state of the open space resources in the community, the amount and type of open space land, the needs for operating and maintaining existing lands, and new acquisitions and funding sources.</i>				X
93.e	<i>Review and establish open space priorities annually as part of the budget and Capital Improvement Program development process.</i>				X
93.f	<i>As a part of the open space acquisition plan, provide updated information on County, State and Federal open space plans and programs.</i>				X
93.g	<i>In setting priorities and programs for open space acquisition, review proposals for conformance with the County, State and Federal plans.</i>				X
93.h	<i>For reference and assistance in establishing open space priorities, prepare a comprehensive map of vacant lands in the planning area and update the map annually.</i>				X
93.i	<i>Investigate establishing or joining special open space acquisition districts.</i>				X
93.j	<i>Investigate the possible benefits and disadvantages of an expansion of the Golden Gate National Recreation Area into the eastern and northern peninsula of San Mateo County.</i>				X
93.k	<i>Consider establishing an environmental commission of local citizens to help advise the City Council on open space acquisitions and environmental matters in general.</i>			X	

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Program No.	Implementation Program Objective	Implementation Status			
93.I	<i>On an annual basis, send out a letter to all property owners of potential open space, to see if they would like to donate it to the public.</i>				X
Chapter VIII Recreation and Community Services		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
95.a	<i>Prepare a list of public facilities available for community uses, the hours they are open to the public, and the requirements for use. Periodically update and distribute the facility list throughout the community.</i>			X	
100.a	<i>Develop a needs analysis for recreational facilities including a study of various means of funding the acquisition, as well as the operation and maintenance of the facilities.</i>			X	
100.b	<i>Consider a recreation impact fee program for all new development.</i>		X		
100.c	<i>Encourage new commercial development and-renovation to include shower and locker room facilities in order to promote employees' physical fitness, encourage use of public and private recreational opportunities in the community, and reduce dependence on the automobile for transportation.</i>				X
100.d	<i>Discuss with the Boys and Girls Club, YMCA, YWCA or other non-profit youth agency the feasibility of a youth activity center to serve Brisbane and other neighboring cities.</i>			X	
103.a	<i>Establish a City Council subcommittee to work jointly with the Brisbane Elementary School District and the Jefferson High School District and other entities to determine the feasibility of and make recommendations regarding a high school in Brisbane.</i>			X	
103.b	<i>Establish a City Council subcommittee to promote and encourage educational facilities to locate in Brisbane.</i>			X	
103.c	<i>Develop a program to require impact and mitigation fees from developers, as appropriate, for constructing and/or operating a local high school.</i>			X	
103.d	<i>Continue and expand joint use of facilities with the Brisbane School District and encourage and assist the District, as feasible, in upgrading the conditions of school grounds and multi-use spaces</i>			X	
103.e	<i>Consider a Joint Powers Agreement or other appropriate arrangement with the Brisbane School District, in order to develop, maintain and program recreational facilities.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
103.f	<i>Develop and implement with the Brisbane School District a program for year-round and evening use of public recreational facilities.</i>				X
Chapter VIII Recreation and Community Services		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
108.a	<i>Conduct an annual public hearing on recreational, artistic, cultural, environmental, educational and civic programming in order to obtain public input.</i>				X
108.b	<i>Provide adults with the opportunity for active recreation and team sports competition through the adult sport leagues.</i>				X
108.c	<i>Organize special events, including fun runs, volleyball and tennis tournaments.</i>				X
108.d	<i>Provide special interest classes, workshops and seminars, such as nutrition, exercise, dance, health, etc.</i>				X
108.e	<i>Coordinate, plan, organize and supervise special community events.</i>				X
108.f	<i>Publish, in conjunction with the City Council, a quarterly newsletter of City services, information and events.</i>				X
109.a	<i>Provide a comprehensive recreation program for pre-school and school-age youth, which includes sports instruction, recreational activities, and social and artistic classes.</i>				X
109.b	<i>Provide school-age youth with special activities during school vacations, holidays, and other breaks which provide for artistic, physical, academic and social growth.</i>				X
109.c	<i>Consider providing youth special interest programs, including artists in residence, sports coaching and education enrichment.</i>				X
109.d	<i>Continue to support the pre-school age childcare programs and the school-age before and after school care programs at Brisbane Elementary School.</i>				X
109.e	<i>Work with the School District to develop additional transportation for students who participate in after school programs so that all students have the opportunity to participate.</i>				X
110.a	<i>Sponsor a periodic recreation and social needs survey of senior citizens to investigate the range of needs and interests in the senior community.</i>				X
110.b	<i>Organize social and cultural outings and provide transportation for senior citizens.</i>				X
110.c	<i>Provide a local referral program that provides information on educational, economic, recreational, nutritional and social opportunities for seniors</i>				X

Program No.	Implementation Program Objective	Implementation Status			
	<i>and work with service clubs, churches, and the community to collaboratively provide specific services, assistance and support.</i>				
Chapter VIII Recreation and Community Services		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
110.d	<i>Provide financial and physical (meeting space and transportation) assistance to promote the continued independent operation of the Brisbane Senior Club.</i>				X
110.e	<i>Encourage and offer programs that foster opportunities for intergenerational, cultural and ethnic exchanges between seniors and children.</i>				X
110.f	<i>Investigate the development of a facility that provides dedicated time for expanded senior programming.</i>				X
110.g	<i>Provide recreational programs that appeal to a wide range of interests for Brisbane seniors.</i>				X
112.a	<i>Consider the creation of a Youth Advisory Council composed of a representative cross-section of teenagers.</i>			X	
112.b	<i>Provide a local information and referral program for teens regarding after school and summer employment, crisis counseling, educational, recreational, artistic and social opportunities, and work with service clubs, churches and the community to provide assistance, guidance and support</i>		X		
112.c	<i>Provide a variety of paid and volunteer after school and summer job opportunities for teens.</i>				X
112.d	<i>Investigate and develop a facility that provides dedicated time for teen programming.</i>	X			
112.e	<i>Consider amendments to the requirements for qualifications to serve as a Parks, Beaches and Recreation Commissioner to allow teens to apply for appointment to the Commission.</i>	X			
113.a	<i>Consider new recreational and educational programs to encourage and enhance opportunities for residents to more fully utilize the amenities of the Marina and shoreline.</i>				X
114.a	<i>Serve as a liaison to service clubs, churches, families, etc., regarding events, services or conflict resolution and by facilitating ongoing forums for the planning and coordination of community events and activities.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
114.b	<i>Collaborate with community service organizations when appropriate, such as by co-sponsoring events, to enhance the service they provide to residents.</i>				X
Chapter VIII Recreation and Community Services		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
115.a	<i>Investigate available programs that provide opportunities for affordable childcare for low-income families and provide this information to the public.</i>				X
115.b	<i>Provide information to assist childcare providers to establish facilities and obtain licenses.</i>				X
115.c	<i>Investigate provisions for drop-in, after-school recreation opportunities for youth.</i>				X
115.d	<i>Establish a local information and referral service for parents seeking licensed childcare information.</i>				X
115.e	<i>Work with the School District to promote the use of school impact fees for childcare facilities/services.</i>				X
117.a	<i>Provide local information and referral for the frail elderly and the disabled that assists them in accessing County and community services for food, shelter, transportation, personal assistance, and nutritional or other special needs.</i>				X
117.b	<i>Work jointly with volunteers, service clubs, churches, families and the community to collaborate on ways to provide services, assistance and support to those with special needs.</i>				X
117.c	<i>Provide local information and referrals that support the families and caregivers of the frail elderly and the disabled.</i>				X
117.d	<i>Provide opportunities for intergenerational and able/disabled activities and exchanges.</i>				X
117.e	<i>Expand police programs to check on the welfare of the frail elderly and the disabled.</i>				X
117.f	<i>Develop programs to enhance safety and security for those with special needs.</i>				X
Chapter IX Conservation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
122.a	<i>Work with the Habitat Conservation Plan Operator, the State Department of Fish and Game, the U.S. Fish and Wildlife Service, and</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
	<i>other agencies as appropriate regarding plans and programs that may affect biological resources in the planning area.</i>				
Chapter IX Conservation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
122.b	<i>Consult the maps in the technical background reports and information supplied by responsible agencies to determine potential for environmental impacts to biological resources and take appropriate action.</i>				X
122.c	<i>Consult with local, State and Federal agencies to determine when field studies are required to supplement or update existing data.</i>				X
122.d	<i>Work with appropriate agencies to prevent motor bikes and other unauthorized off-road vehicles on San Bruno Mountain.</i>				X
122.e	<i>Encourage applicants to initiate early CEQA consultation on conservation issues</i>				X
123.a	<i>In land use development applications, consider the siting of structures and utilities so as to conserve identified biological communities.</i>				X
123.b	<i>Request that the HCP Operator study the Brisbane Acres to determine whether there is the potential to meet the 40% requirement for conserved habitat by dedication of large areas of land rather than small portions of parcels.</i>				X
125.a	<i>Refine the ordinance that establishes requirements for protection of heritage trees in the urban setting.</i>				X
128.a	<i>Encourage conservation groups to provide public information on plant materials.</i>				X
129.a	<i>Encourage all property owners, especially of the Quarry, to address erosion on their properties through revegetation or other measures.</i>				X
130.a	<i>As an ongoing part of land use planning and CEQA analysis, determine whether proposals could affect water resources.</i>				X
130.b	<i>Require, as appropriate, project analysis of drainage, siltation, and impacts on vegetation and on water quality.</i>				X
130.c	<i>Consult with responsible agencies for design parameters and potential mitigation measures for the conservation of all water resources, especially pertaining to wetlands conservation.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
130.d	<i>Work with the U.S. Geological Survey to identify the water resources in the planning area.</i>				X
130.e	<i>Obtain maps of drainages and aquifers in and around the City as they become available.</i>				X
Chapter IX Conservation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
130.f	<i>Brisbane will review the San Francisco Bay Estuary Plan to determine whether any amendments to the Brisbane General Plan are appropriate.</i>				X
130.3.a	<i>As a part of the annual reviews called for in the General Plan, such as in the Open Space Plan, determine the feasibility of cooperative grant applications for wetland restoration or enhancement and proceed appropriately.</i>				X
131.a	<i>Encourage studies by responsible agencies and conservation groups of the environmental values and conservation and maintenance requirements of the various water courses in the planning area.</i>				X
133.a	<i>Participate in programs to improve water quality in the Lagoon and the Bay.</i>				X
133.b	<i>Require all development, especially that involving grading, to exercise strict controls over sediment.</i>				X
133.c	<i>Require the Quarry, as a major source of sediment for the Lagoon, to closely monitor its containment systems to ensure their effectiveness.</i>	X			
134.a	<i>Cooperate with the Water Quality Control Board and County Department of Environmental Health and participate in the NPDES Program to monitor and regulate point and non-point discharges.</i>				X
134.b	<i>Provide public information on how individual citizens can contribute to the reduction of pollutants in the storm drain and sewer systems.</i>				X
134.c	<i>Encourage wetlands restoration projects to remove or fix toxicants and reduce siltation.</i>				X
134.d	<i>Utilize wetlands restoration projects to remove or fix toxicants and reduce siltation where appropriate.</i>				X
135.a	<i>Request that the County of San Mateo regularly monitor the Quarry operation to assure that the operator is meeting all health and safety obligations and required management practices.</i>			X	
135.b	<i>Contact the County of San Mateo, the Bay Area Air Quality Management District and the Water Quality Control Board if it appears that there are violations of local, State or Federal requirements at the (Quarry) site.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
135.c	<i>In conjunction with any application for annexation of the Quarry to the City, develop and adopt a Mineral Resources Element to the General Plan to establish parameters and conditions for short-term Quarry operation and long-term reclamation.</i>				X
Chapter IX Conservation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
135.d	<i>Actively participate in County permit review to develop conditions of approval that address air pollution and water quality issues in conjunction with mineral resource conservation.</i>				X
136.a	<i>Provide assistance to owners of historic property in planning rehabilitation projects.</i>	X			
136.b	<i>Provide information to property owners on loan and grant funds and tax incentives.</i>	X			
136.c	<i>Provide local incentives, such as the Brisbane Star awards, to maintain historic places.</i>	X			
137.a	<i>Consider amendments to the Zoning Ordinance to require resource surveys in conjunction with land use development applications and to establish procedures in the event of discovery to protect Native American Cultural Resources consistent with the standardized procedures given in Appendix K of CEQA.</i>				X
138.a	<i>Require the use of water conserving fixtures in new construction and remodeling projects.</i>				X
138.b	<i>Encourage the use of water conserving landscape and irrigation systems.</i>				X
138.c	<i>Utilize, if safe and appropriate, recycled water for landscape irrigation and dust control.</i>				X
138.d	<i>Provide public information on water conservation practices.</i>				X
138.e	<i>As a part of the land use planning process, consider how water conserving features are incorporated into project design.</i>				X
140.a	<i>Continue to administer building codes that contain State requirements for energy conservation.</i>				X
140.b	<i>As a part of the review of land use applications for subdivisions, specific plans and new non-residential and multi-family projects, encourage the design and siting of structures and the use of landscape materials in terms of utilizing natural resources for heating and cooling.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
141.a	<i>Cooperate with PG&E in promoting energy conservation by providing information and referral on energy-efficient appliances and heating and cooling systems.</i>				X
Chapter IX Conservation		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
143.a	<i>Continue to participate in joint planning and collection programs with other agencies, such as those required by AB 939, to manage solid waste in order to maximize reclamation and reuse of the resources contained in the solid waste stream and reduce the impacts on landfills.</i>				X
143.b	<i>In negotiating franchise agreements with scavenger companies, require that they provide recycling incentives to both residential and business customers.</i>				X
143.c	<i>In negotiating franchise agreements with scavenger companies, require a curb-side collection of large items several times a year. Coordinate with non-profit agencies so that opportunities for reuse are provided.</i>				X
143.d	<i>Purchase goods containing recycled materials for City use.</i>				X
143.e	<i>In the review of land use development applications, consider design factors pertaining to the storage and disposal of recycling materials.</i>				X
143.f	<i>Consult with refuse disposal contractors or other recycling services on applicable land use development applications regarding the adequacy of the proposed measures.</i>				X
143.g	<i>Stay informed about new programs and technologies.</i>				X
143.h	<i>Provide public information about the benefits of recycling and encourage participation by residents and businesses.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
144.a	<i>Actively consult with these governmental agencies regarding the location and safety requirements in conjunction with the processing of any land use development permit or City project.</i>				X
144.b	<i>Verify annually with responsible agencies the status of regulated facilities in Brisbane and any new safety requirements that have been imposed and cooperate with those agencies to ensure the earliest possible installation of any new safety equipment required.</i>				X
145.a	<i>As a part of the City's annual budget process and Capital Improvements Planning, evaluate the City's ability to provide</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
	<i>infrastructure and safety services and review fees and charges to assure adequate revenues.</i>				
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
148.a	<i>Through continuing participation in the coalition of San Mateo County cities and special districts, maintain the Local Hazard Mitigation Plan (LHMP) consistent with State Assembly Bill 2140 and applicable subsequent state and/or federal legislation. The LHMP is included X-6 by reference as part of this General Plan element and should be consulted when addressing known hazards to ensure the general health and safety of people within Brisbane.</i>				X
148.b	<p><i>Update the Emergency Operations Plan as necessary and appropriate and consistent with the Local Hazard Mitigation Plan and maintain a state of readiness. This includes but is not limited to the following:</i></p> <ul style="list-style-type: none"> <i>i. Provide emergency response training to staff and volunteers.</i> <i>ii. Update and refine the City's evacuation plan, as necessary.</i> <i>iii. Maintain the operations center in a state of readiness for an emergency response.</i> <i>iv. Be prepared to supplement City-owned equipment with that available from the private sector.</i> <i>v. Periodically hold exercises, including evacuation drills, using the instructions in the Plan.</i> <i>vi. Utilize the Community Emergency Response Team to provide community support and to assist emergency personnel during a disaster.</i> <i>vii. Purchase and maintain necessary emergency equipment.</i> <i>viii. Provide periodic information to citizens about the Plan.</i> <i>ix. Develop materials and hold meetings to train and advise on emergency preparations that individuals, families and businesses can make toward their personal safety.</i> <i>x. Develop disaster plans for all City facilities, for example, the Community Center and City Hall.</i> <i>xi. Encourage public preparedness through the dissemination of literature and by presenting CPR and first aid classes.</i> <i>xii. Work with the Brisbane School District to plan for the provision of emergency services to District facilities in Brisbane.</i> 				X

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Program No.	Implementation Program Objective	Implementation Status			
148.c	<i>Coordinate with the evacuation plans of surrounding cities affecting U.S. 101 and Bayshore Boulevard to facilitate traffic flow through Brisbane in times of emergency.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
149.a	<i>Require that all new construction meet current codes for seismic stability.</i>				X
149.b	<i>Consider a requirement, in conjunction with both residential and non-residential rehabilitation or reconstruction, that some portion of the improvements be devoted to improving seismic safety.</i>				X
149.c	<i>Provide information to citizens on the necessity for seismic retrofit and on typical methods of upgrading existing structures.</i>				X
149.d	<i>Continue to implement the City's Ordinance 354 regarding unreinforced masonry and pre-1973 tilt-up structures.</i>				X
149.e	<i>Require soils reports and engineering recommendations for structural stability in conjunction with building permit applications in areas which have been identified as prone to seismically-induced landslides or subsidence in seismic events.</i>				X
150.a	<i>Develop programs to increase public awareness of seismic hazards and to educate the community on procedures that can help to minimize injury and property loss before, during, and after an earthquake.</i>				X
152.a	<i>Require soil and geologic investigations in areas identified as prone to slope instability. Consider both on-site and off-site impacts.</i>				X
152.b	<i>Unless adequate mitigating measures are undertaken, prohibit land alteration, including any grading and structural development, in identified areas of slope instability.</i>				X
152.c	<i>Require topographical and soils information for all projects on slopes identified over 20%.</i>				X
152.d	<i>Certificates of compliance shall be conditioned upon a comprehensive and detailed slope analysis.</i>			X	
152.e	<i>Encourage placement of structures away from areas identified as prone to slope failure or erosion unless effective mitigation measures are proposed as a part of the project design.</i>				X
152.f	<i>Require erosion control programs and revegetation on all disturbed slopes.</i>				X
152.g	<i>Strictly enforce the provisions of the City's Grading Ordinance.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
153.a	Construct improvements to the GVMID storm drainage system to accommodate stormwater from the Northeast Ridge and increase the overall capacity of the drainage system, as required in the conditions of approval for the Northeast Ridge Development Project.			X	
153.b	Work with Daly City and affected property owners to design improvements to alleviate flooding on the section of Bayshore Boulevard between Geneva Avenue and Main Streets.		X		
153.c	In conjunction with design of infrastructure to serve the Baylands, require that the property owner address the issue of flooding around the open drainage channel that flows west to east across the property.		X		
154.a	Apply to FEMA to update the FIRM maps to remove raised areas fixed by virtue of drainage improvements that are no longer within the 100 year flood boundary. Distribute updated maps to the public.			X	
154.b	On a regular basis, update the City's storm drain base maps to include new facilities and information.				X
155.a	Schedule regular maintenance to remove silt and debris from storm drain facilities.				X
155.b	As a part of Capital Improvements Planning, replace and repair, as economically feasible, storm drain facilities as needed to prevent flooding.				X
155.c	Study the drainage basins to determine responsibility for siltation of storm drain facilities. Consider methods of assessing maintenance costs to responsible properties.				X
156.a	Consider adopting additional requirements for built-in safety systems, such as fire sprinklers and sensors or alarms, in all new construction.			X	
156.b	Consider adopting requirements for built-in safety systems in conjunction with building improvements.			X	
156.c	Continue requirements for fire-resistant roofing materials for all new buildings and for re-roofing of existing buildings.				X
156.d	Encourage residential fire-sprinkler installation in conjunction with residential improvements along the urban wildland interface.				X

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Program No.	Implementation Program Objective	Implementation Status			
156.e	<i>Underground utilities throughout the City, as economically feasible. Require undergrounding of all utilities for all new development and the undergrounding of service drops where existing service is in place.</i>			X	
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
156.f	<i>Consider the adoption of landscaping standards for structures at the urban/wildland interface to reduce fuel loading between the structures and the property line.</i>			X	
156.g	<i>On an ongoing basis, provide information to citizens on landscaping materials and maintenance practices that contribute to fire safety.</i>				X
157.a	<i>Continue to notify property owners of hazardous conditions on their properties and enforce abatement of these conditions.</i>				X
157.b	<i>Enforce the provisions of the Uniform Building Code and the Uniform Fire Code and the Zoning Ordinance to address access, exiting, setbacks, materials and other design factors that contribute to fire safety.</i>				X
157.c	<i>Cooperate with the California Department of Forestry in the implementation of the Bates Bill, AB 337, to map areas of Very High Fire Hazard Severity Zones, and to adopt the maps required by the legislation.</i>				X
158.a	<i>In conjunction with development applications, evaluate fire service requirements, response times and levels of risk. Require impact fees and exactions to maintain the level of service and to provide for any special equipment needs.</i>				X
158.b	<i>Coordinate with other agencies to maintain existing access roads to the Mountain.</i>				X
158.c	<i>Continue to participate in the automatic and mutual aid greater alarm and other reciprocal response plans to provide the availability of adequate fire suppression capacity.</i>				X
159.a	<i>Provide training and information to citizens on fire safety and evacuation plans through community meetings and informational materials.</i>				X
159.b	<i>Encourage businesses to prepare pre-emergency plans and to train their employees on emergency response procedures and evacuation.</i>				X
160.a	<i>In conjunction with land use development applications, evaluate police service requirements and response times. Require impact fees and exactions to maintain the level of service.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
160.b	<i>Continue to develop ongoing and accurate means of assessing the community's law enforcement needs and evaluating Police Department performance in addressing these needs.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
164.a	<i>Continue to provide drug education and other programs that encourage constructive activities and positive values for the City's youth.</i>				X
164.b	<i>Continue to develop public education programs in response to the needs and interests expressed by community members through the Neighborhood Contact Program or other community outreach programs.</i>				X
165.a	<i>Continue to provide training to police personnel in the community-oriented, problem-solving approach to policing.</i>				X
165.b	<i>Continue and consider expanding foot patrols as part of officers' daily activity and investigate feasibility of use of bicycles.</i>				X
165.c	<i>Where appropriate, continue to encourage non-arrest interventions, such as mediation, that promote community-based problem solving.</i>				X
165.d	<i>Develop a system of evaluation and rewards for police personnel that reflects community development and problem-solving accomplishments in addition to more traditional law enforcement achievements.</i>				X
165.e	<i>Continue to develop community partnerships between the Police Department and other community groups and organizations to address the causes of crime, fear, and other issues regarding the welfare of the community.</i>				X
165.f	<i>Continue to work with community organizations to develop an awareness of the problems in the community as well as the services provided by the City to address these problems.</i>				X
165.g	<i>Establish a permanent police facility that is inviting and accessible to the community.</i>				X
166.a	<i>Work closely with County, State and Federal agencies in the regulation of hazardous materials.</i>				X
166.b	<i>Continue administration of Hazardous Materials Management Plans through the Brisbane Fire Department.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
166.1.a	<i>In connection with any application for a proposed specific plan or land use development project involving biotechnical research activities, determine the nature and extent of any regulations that should be adopted to protect the public health and safety before any such specific plan or land use development application is approved.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
172.a	<i>Communicate this priority to responsible State and Federal agencies and encourage these agencies to establish remediation plans and programs.</i>				X
172.b	<i>Seek to direct State and Federal funds to remediate contaminated lands in Brisbane.</i>				X
172.c	<i>Require private property owners to remediate contaminated lands consistent with State and Federal requirements.</i>				X
172.d	<i>Continue to maintain good communications and working relationships with the Cal-EPA Department of Toxic Substances Control, the Water Quality Control Board and other agencies regulating remedial actions.</i>				X
174.a	<i>Take into account risk assessments and other technical studies prepared by governmental agencies when making land use determinations for contaminated lands.</i>				X
174.b	<i>Condition all final approval of development projects on full compliance with all orders, remediation programs and mitigation measures imposed by regulatory agencies.</i>				X
174.c	<i>Require applicants to provide for analysis by environmental engineers, toxicologists or other technical specialists deemed necessary by the City to process development applications and complete environmental review for projects on contaminated lands.</i>				X
175.a	<i>Exchange information with the California Integrated Waste Management Board, San Mateo County Environmental Health Division and other responsible agencies regarding the requirements for safe and successful landfill development, utilizing the experience of Sierra Point.</i>				X
175.b	<i>Require evidence that scientific testing and verification has taken place to the satisfaction of regulatory agencies.</i>				X
175.c	<i>Encourage property owners of filled lands to complete all testing and related requirements of the Federal, State and local agencies well in advance of requesting land use permits from the City</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
176.a	<i>Discourage new sources that generate excessive noise.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
178.a	<i>Investigate obtaining from San Francisco Airport and/or Federal Aviation Administration better monitoring information on overflight noise impacts on the community, including single-event noise.</i>				X
178.b	<i>Provide information to citizens on overflight impacts, airport operations and how to contact officials and agencies responsible for decisions that could result in overflights.</i>				X
178.c	<i>Cooperate with other jurisdictions affected by aviation noise to insist that noise impacts are considered when decisions are made regarding airport operations.</i>				X
178.d	<i>Communicate to local, State and Federal officials the City's position regarding the unwarranted impacts of overflights on the community.</i>				X
184.a	<i>Use the State Guidelines for land use compatibility to determine noise impacted uses.</i>				X
184.b	<i>Require acoustical studies for development applications in areas identified as noise impacted and potential noise generators.</i>				X
184.c	<i>For such projects, require a noise attenuation or a mitigation program to be submitted as a part of the project design.</i>				X
186.a	<i>Maintain an alternative dispute resolution program to allow neighbors to resolve issues in the first instance, if possible.</i>				X
189.a	<i>Continue to incorporate regulations in the Municipal Code to provide a framework to enforce noise standards and impose penalties for violations.</i>				X
189.b	<i>Periodically review the Municipal Code to update regulations based on new information and new technologies.</i>				X
189.c	<i>Periodically hold training sessions for City personnel to provide noise information and review enforcement procedures.</i>				X
189.d	<i>Provide information to citizens on how noise can be controlled and about City regulations and enforcement procedures.</i>				X

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
189.e	<i>Cooperate with other agencies with authority to monitor and regulate noise, such as the Department of Transportation and OSHA, in order to reduce noise impacts on individuals, neighborhoods and businesses.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
190.a	<i>To the extent that the City is knowledgeable, inform the BAAQMD of point source violations of air quality standards and poor management practices and request that they proceed with strict enforcement.</i>				X
190.b	<i>Refer to the BAAQMD all applications for land use permits that need permit review by that agency, including but not limited to gasoline stations, dry cleaning plants, print shops and auto body shops.</i>				X
190.c	<i>Encourage the Bay Area Air Quality Management District to establish an air quality monitoring station in Brisbane.</i>			X	
191.a	<i>Request the BAAQMD to provide the City, on a periodic basis, with updated information on air quality conditions, emissions sources, public health risks, and air quality regulations to assist the City in decision-making.</i>				X
192.a	<i>Encourage the BAAQMD to publish and distribute information and conduct training sessions on low-emission construction and industrial practices, air quality impact assessment methods, and effective mitigation controls.</i>				X
193.a	<i>Consider the design of roadways, transit facilities, bikeways and pedestrian access in all subdivisions, specific plans and other land use proposals to evaluate whether and to what extent the design addresses air quality issues.</i>				X
193.b	<i>In conjunction with land use development applications and CEQA review, evaluate whether a proposal may have a significant effect on air quality because of mobile emissions. Require environmental impact analysis and mitigation plans and monitoring, as appropriate.</i>				X
193.c	<i>Discourage drive-up service windows and similar uses that generally result in vehicle idling.</i>				X
194.a	<i>Provide park-and-ride facilities to facilitate use of transit.</i>			X	
194.b	<i>Provide bicycle and pedestrian access to all areas of the City to provide alternatives to automobile use.</i>				X
194.c	<i>Require all new development to include design principles that are transit oriented and otherwise reduce dependence on the automobile.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
197.a	<i>Use traffic management systems, such as signage and timed signals, to facilitate traffic flow and reduce congestion.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
198.a	<i>Support the implementation of transportation demand management measures by private businesses, such as transit and carpool subsidies, preferential carpool/vanpool parking, flexible work schedules and ride matching services.</i>				X
198.b	<i>Encourage the installation of bicycle lockers, changing rooms and showers, guaranteed ride home, the provision of on-site support services in private businesses and other measures to reduce vehicular trips by employees.</i>				X
198.c	<i>Consider providing incentives as a part of land use development permit approvals for the use of TSM and TDM measures.</i>			X	
199.a	<i>Support efforts to improve efficiency and reduce emissions in the CalTrain system.</i>				X
201.a	<i>Provide information on the effects on air quality from inefficient burning in old fireplaces and encourage citizens to clean fireplaces regularly.</i>				X
202.a	<i>Strictly enforce the City's Grading Ordinance provisions for dust control.</i>				X
202.b	<i>Require that demolition and construction projects conform to the BAAQMD recommended dust control measures.</i>				X
202.c	<i>On a periodic basis, review the City's ordinance requirements to assure conformance with BAAQMD standards.</i>				X
203.a	<i>As part of land use planning, establish buffer zones between sensitive receptors and significant emissions sources, including uses that cause offensive odors or dust.</i>			X	
203.b	<i>In conjunction with any surface mining, oil and gas operation or industrial development land use permit, place strict conditions for compliance with best management practices for control of dust, odors and other emissions that have air quality impacts.</i>			X	
204.a	<i>Working with the BAAQMD and regional transportation agencies, develop and provide information to citizens on the air quality impacts</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
	<i>of automobile emissions and encourage citizens to reduce automobile trips for the benefit of the community.</i>				
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
204.b	<i>With the assistance of the BAAQMD and environmental groups, provide information to citizens on the air emissions impacts of materials such as paints, solvents and spray cans, and encourage citizens to substitute safer materials.</i>				X
204.c	<i>Inform citizens, through water bill inserts and other publications, of how to contact the BAAQMD to file complaints regarding air quality violations and encourage citizen involvement in enforcement of air quality regulations.</i>				X
206.a	<i>As a part of the annual budget and Capital Improvements Program, schedule ongoing replacement and maintenance of the existing system.</i>				X
206.b	<i>On an ongoing basis, review water connection and service rates to assure sufficient revenues to provide for maintenance and upgrading of the system.</i>				X
206.c	<i>Take advantage of opportunities to apply special funds, such as grants, to the upgrade of the existing system.</i>				X
208.a	<i>In conjunction with land use development applications for vacant lands, require studies to estimate the needs for domestic water and fire protection and require infrastructure to be designed and installed, at the developer's expense, to the satisfaction of the City.</i>				X
211.a	<i>Require additional water storage for fire protection to be provided to service Crocker Park and the Quarry in conjunction with any redevelopment of Quarry lands.</i>		X		
211.b	<i>Consider requirements for additional protective devices, such as residential sprinklers and alarms, for residences on Paul Avenue, Thomas Avenue and Harold Road.</i>			X	
212.a	<i>As a part of the annual budget and Capital Improvements Program, schedule ongoing replacement and maintenance of the trunk line system, as needed.</i>				X
212.b	<i>On an ongoing basis, review sewer connection and service rates to assure sufficient revenues to provide for the maintenance and replacement of the system.</i>				X
212.c	<i>Take advantage of opportunities to apply special funds, such as grants, to improvements of the existing system.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
213.a	<i>In conjunction with land use development applications for vacant lands, require studies to determine capacity and design requirements for sanitary sewer services and require infrastructure design and installation to the satisfaction of the City at developer's expense.</i>				X
217.a	<i>Review the provisions in the Municipal Code to determine if amendments would make septic tank regulations easier to understand and enforce.</i>			X	
217.b	<i>Require immediate removal of any septic tank that requires pumping more than once per year.</i>			X	
217.c	<i>Require all existing septic tanks to be inspected and receive a permit from the County Department of Environmental Health</i>			X	
219.a	<i>As a part of the annual budget and Capital Improvements Program, schedule maintenance, repair and replacement as needed.</i>				X
219.b	<i>Consider fee assessments to provide for the maintenance and repair of the system.</i>				X
219.c	<i>Coordinate programs to control siltation with the Regional Water Quality Control Board, Daly City and San Mateo County.</i>				X
221.a	<i>In conjunction with land use development applications for vacant lands, require studies to determine design requirements to collect and remove stormwater from the property or reuse stormwater to benefit the public. Require facilities to be designed and installed to City standards, at developer's expense.</i>				X
224.a	<i>Install stormwater system improvements to Valley Drive and Bayshore Boulevard as set forth in the Conditions of Approval for the Northeast Ridge Development Project.</i>			X	
226.a	<i>Consider environmental sensitivities in conjunction with drainage studies.</i>				X
228.a	<i>Require new construction and substantial renovation projects to provide roof gutters and leaders that direct stormwater through the curb to the City street so that the water can be collected in City facilities.</i>				X

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
228.b	<i>Require drainage plans to be submitted in conjunction with land use development applications, including those for building permits, as applicable to the project.</i>				X
Chapter X Community Health and Safety		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
228.c	<i>Provide public information on the safety aspects of dealing with stormwater and encourage homeowners and businesses to make necessary improvements and repairs.</i>				X
228.d	<i>Comply with National Pollutant Discharge Elimination System, as required.</i>				X
Chapter XII Policies and Programs by Subarea		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
SP.3.a	<i>Pursue better connections between Sierra Point and Brisbane, including pedestrian/bicycle over-crossing of the railroad tracks.</i>				X
SEB.1.a	<i>Encourage development of a native plant or non-invasive plant landscape buffer to screen the industrial development from the Lagoon.</i>				X
SEB.2.a	<i>Request information from regulatory agencies on the history and past uses of the properties in the Southeast Bayshore subarea.</i>			X	
SWB.1.a	<i>After adoption of the General Plan, review the Zoning District regulations to better define an appropriate mix of uses and address incompatible land use.</i>			X	
SWB.1.b	<i>Examine opportunities to provide greater amenities for the residences in the Mobile Home Park through installation of public and private improvements such as curb, gutter, sidewalk, off-street parking and landscaping.</i>				X
SWB.1.c	<i>Require visual impact analysis for all construction on steep slopes.</i>			X	
SWB.2.a	<i>Discourage multiple individual driveways onto Bayshore Boulevard.</i>				X
BA.2.a	<i>In conjunction with any subdivision or other development application, a landscape program and plan shall be submitted to the City and include the following:</i> <ul style="list-style-type: none"> <i>a. identification and retention of heritage trees;</i> <i>b. identification and retention of rare plants;</i> <i>c. plant species that are not invasive to the habitat;</i> <i>d. water-conserving plants and irrigation systems;</i> <i>e. reduced fuels adjacent to the wildland;</i> <i>f. screening of structures to blend with the natural landscape;</i> 				X

Brisbane General Plan Annual Progress Report 2022

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
	<i>g. areas for Conserved Habitat and/or other provisions required by the Habitat Conservation Plan Operator.</i>				
Chapter XII Policies and Programs by Subarea		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
BA.2.b	<i>Examine ways to improve the existing density transfer program so that a developer/owner can be granted increased density on sites already served by infrastructure in conjunction with the dedication of more remote sites as Open Space.</i>			X	
BA.2.c	<i>Retain a trail system through the Brisbane Acres to connect the area to Central Brisbane and the San Bruno Mountain State and County Park.</i>				X
BA.2.d	<i>Map the canyons, intermittent streambeds and banks in the Brisbane Acres and designate such areas for protection.</i>			X	
BA.2.e	<i>Develop clear regulations that can be enforced to preserve the natural ecology of the canyons, intermittent streambeds and banks.</i>			X	
BA.3.a	<i>In conjunction with any subdivision or other development application, the property owner shall be required to supply detailed information on slope, access, water, sanitary sewer and storm drain infrastructure, soils, geology, cultural resources, significant vegetation and endangered species habitat.</i>				X
BA.3.b	<i>Geologic studies for parcels in the Brisbane Acres shall be performed by a licensed engineer and shall pay special attention to slope, landslide and subsurface water. Such studies shall include a detailed evaluation of the stability of the proposed site, the potential effects of construction on the site and adjacent and downslope areas, and the effects of any construction or installation of infrastructure on the site. Specific recommendations for project design to ensure safety and mitigate impacts shall be included in the report and incorporated into construction documents by the project engineer.</i>				X
BA.3.c	<i>Phase grading and construction to coincide with periods of dry weather as set forth in the City's Grading Ordinance.</i>				X
BA.4.a	<i>Information should be supplied in conjunction with any application for development or a building permit on how the infrastructure proposed for the project relates to existing and future infrastructure development.</i>				X
BA.4.b	<i>Assure that safe and adequate access can be provided to properties when access is dependent upon connecting to existing streets.</i>				X

Program No.	Implementation Program Objective	Implementation Status			
Chapter XII Policies and Programs by Subarea		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
BA.4.c	<i>If any development of private land in the Brisbane Acres would disturb or restrict existing access for fire or rescue personnel or equipment to areas above or beyond, then adequate alternative access shall be provided and maintained.</i>				X
CB.3.a	<i>Consider amendments to the Sign Ordinance to simplify the process and otherwise address the needs of small businesses, as well as balancing other community needs and objectives.</i>	X			
CB.4.a	<i>Work with the Chamber of Commerce to develop a program to assist new and existing businesses to market their services.</i>				X
CB.4.b	<i>Work with the Chamber of Commerce to analyze the constraints and opportunities for downtown revitalization.</i>				X
CB.4.c	<i>Work with the Chamber of Commerce to find how the City can be more facilitative of meeting the needs of small businesses.</i>				X
CB.5.a	<i>Encourage a modest scale and density character to residential development through standards established in the Zoning Ordinance.</i>		X		
CB.5.b	<i>Look at ways to encourage innovative uses and structures to provide for greater economic return and community benefit.</i>				X
CB.6.a	<i>Study the impacts of off-street parking requirements on residential and commercial site and structural design.</i>			X	
CB.6.b	<i>Revise the Zoning Ordinance to facilitate the upgrading and proper maintenance of structures with legal nonconformities.</i>			X	
CB.6.c	<i>Evaluate the aesthetic, psychological and social losses that could result from zoning ordinances which would discourage diversity and individual expression in residential construction.</i>	X			
CB.8.a	<i>Consider revisions to the Zoning regulations to discourage overbuilding of residential parcels</i>			X	
CB.8.b	<i>Study regulatory approaches to view and solar protection while protecting foliage and tree cover (See Program LU.11.c.)</i>	X			
CB.10.a	<i>In conjunction with the City's development review process and Capital Improvement Program, examine ways to improve existing bottlenecks and cul-de-sacs and improve safety in the upper residential streets. (See Policies C.12 and C.13.)</i>				X
CB.10.b	<i>Develop municipal off-street public parking lots.</i>	X			

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
Chapter XII Policies and Programs by Subarea		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
CB.10.c	Develop a direct street connection between Central Brisbane and Crocker Park.			X	
CB.13.a	Identify, through signage, parks and recreation facilities and the hours they are open to the public.				X
CB.18.a	Facilitate utilization of grant and assistance programs for retrofitting existing structures.				X
CB.18.b	Take into account the unique constraints of older structures in applying requirements for conservation measures.				X
CB.18.c	Assemble educational reference materials to be provided to permittees when conditions are imposed requiring drought tolerant landscaping or water conserving irrigation.				X
CB.20.a	Study the possibility of developing green merchant and green resident programs.				X
CB.20.b	Consider improvements to the Franchise Agreement to include a more comprehensive collection program, consistent with the City's Source Reduction and Recycling Element.			X	
CB.21.a	Seek input from merchants and the public on how SamTrans service might be made more useful.				X
CB.21.b	Support continued development and improvement of shuttle service for Sierra Point, Crocker Park and future development in areas such as the Baylands, and consider ways to extend such service into Central Brisbane.				X
CB.21.c	Consider modifications to signal timing to relieve lunch-hour congestion at the entrance to Central Brisbane.			X	
CB.22.a	Provide bicycle racks at public meeting facilities and public offices.				X
CB.22.b	Develop and implement a plan for providing benches at key locations for pedestrian rest stops.				X
CP.4.a	In developing design guidelines, study options for the use of color and materials, the screening of mechanical equipment, and the use of landscape to make rooftops more attractive when seen from above.				X
CP.4.b	In developing design guidelines, study the impacts of the relationship of structure parking to building design, land coverage and floor area ratio.				X
CP.4.c	Develop and implement a sign program.	X			

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
Chapter XII Policies and Programs by Subarea		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
NWB.2.a	<i>In the case of proposed redevelopment, comply with applicable CEQA guidelines with regards to Historical Resources.</i>				X
GH.14.a	<i>In conjunction with any subdivision or other development application, a landscape program and plan must be submitted to the City and include the following:</i> <i>i. identification and retention of heritage trees;</i> <i>ii. identification and retention of rare plants;</i> <i>iii. plant species that are not invasive to the habitat;</i> <i>iv. water-conserving plants and irrigation systems;</i> <i>v. reduced fuels adjacent to the wildland;</i> <i>vi. screening of structures to blend with the natural landscape;</i> <i>vii. areas for Conserved Habitat and/or other provisions required by the Habitat Conservation Plan Operator.</i>				X
BL.3.a	<i>Environmental review for the required Specific Plan shall include a visual impact analysis which shall include an evaluation of the impacts of building heights, including the impact of the proposal on view corridors.</i>		X		
BL.3.b	<i>The required Specific Plan shall address the heights of buildings and building groups to achieve the following:</i> <i>i. diversity of height within the subarea;</i> <i>ii. creative excellence in architectural and site design;</i> <i>iii. visual acceptability when seen from above;</i> <i>iv. a complementary relationship to the overall topography, especially the Lagoon, San Bruno Mountain and the Bay, and the entrance to Central Brisbane;</i> <i>v. open space and open areas.</i> <i>Development south of the Bayshore Basin drainage channel shall maintain a low profile permitting low or mid rise buildings, not to exceed six stories in height, in order to preserve the existing views of San Francisco and San Francisco Bay as seen from Central Brisbane, and to maximize the amount of landscape and open space or open area in this portion of the subarea .</i> <i>The following design approaches shall not be included in the required specific plan or any development proposal:</i> <i>i. Buildings or building groups that block view corridors to the Bay, or appear as "fortresses" or "walls" lining the Bayfront, the Lagoon or any arterial street.</i>		X		
BEA.2.a	<i>There shall be an extensive southern landscape buffer which may also include a berm or other separating device.</i>		X		

Appendix A

Program No.	Implementation Program Objective	Implementation Status			
Chapter XII Policies and Programs by Subarea		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
OBC.2.a	Educate the public of the continued threat of invasive species through the Brisbane Star.				X
Q.1.a	Environmental review for all specific plans shall include a visual impact analysis which shall include an evaluation of the impacts of building heights, including the impact of views of the development from Central Brisbane and the Northeast Ridge.				X
Q.5.a	Insist that a regularly scheduled monitoring program of the ongoing quarry operation is instituted to assure that the operator is meeting all permit and health and safety obligations.				X
Q.5.b	Insist that erosion control programs are instituted and maintained and revegetation takes place for all disturbed slopes.				X
Q.5.c	In conjunction with the surface mining permit, insist that the County of San Mateo place strict conditions for compliance with best management practices for control of dust and other emissions that have air quality impacts.				X
Chapter XI Housing: Refer to the 2022 Housing Element Annual Progress Report					

File Attachments for Item:

G. Authorize Submission of 2022 Annual Housing Element Progress Report

(To comply with reporting requirements of State law, it is being recommended to direct staff to submit the 2022 Housing Element Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 16, 2023

From: John Swiecki, Community Development Director

Subject: 2022 Annual Housing Element Progress Report

Community Goal/Result

Community Building - Brisbane will honor the rich diversity of our city (residents, organizations, businesses) through community engagement and participation

Purpose

To comply with reporting requirements of State law.

Recommendation

Direct staff to submit the 2022 Housing Element Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

Background/Discussion

The City is required to prepare an annual report to the State on the City's progress in implementing the 2015-2022 Housing Element (which was adopted April 2, 2015), using the format adopted by HCD. Government Code Section 65400(a)(2)(B) requires that the City hold a public meeting on the report before submitting it to HCD and OPR by the April 1st deadline.

Housing Element APR

Historically, State-mandated Housing Element annual reports have tracked the number of building permits issued for housing units in a given calendar year towards Brisbane's Regional Housing Needs Allocation (RHNA), as well as an update on the implementation status of each Housing Element program. Changes in State housing law require the City to submit additional data not required prior to last year, including Local Early Action Planning (LEAP) Reporting and a list of locally owned or controlled lands declared surplus or identified as excess pursuant to Government Code sections 54221 and 50569, respectively (see Tables G and H of Appendix A of the attached report).

As detailed in the attached report, in 2022 the City issued building permits for two very low-income units, two low-income units, two moderate-income units and four above moderate-income unit, and 96% of the Housing Element programs have been completed or are implemented on a continuous basis. There are no programs that are on hold or not started and the remaining 4% include three programs that are underway and are anticipated to be completed either this year or in 2024. This the last annual progress report for 2015- 2022 Housing Element planning period and the City has met 72% of its RHNA, with most production reported within the

moderate- or above moderate-income categories. Four building permits have been issued for low- or very low-income units during the current Housing Element planning period.

Fiscal Impact

None.

Measure of Success

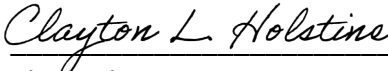
Submittal of the 2022 Housing Element Annual Progress Report to HCD and OPR within the deadline prescribed by State law.

Attachments

1. Housing Element Annual Progress Report
 - Housing Element Annual Progress Report Tables (Appendix A)



John Swiecki, Community Development Director



Clay Holstine, City Manager

Housing Element

The 2014 Housing Element was adopted on April 2, 2015 and covers the 2015 to 2022 planning cycle. It has been certified by the State Department of Housing & Community Development (HCD) as meeting all requirements of State law. The Housing Element contains 79 programs, many of which are implemented or ongoing. Table 1 and Figure 1 below offer a snapshot of the Housing Element implementation progress while Appendix A provides the complete breakdown of the implementation progress and housing entitlement and construction approvals for the 2022 calendar year.

FIGURE 1: HOUSING ELEMENT IMPLEMENTATION PROGRAM STATUS (2022)

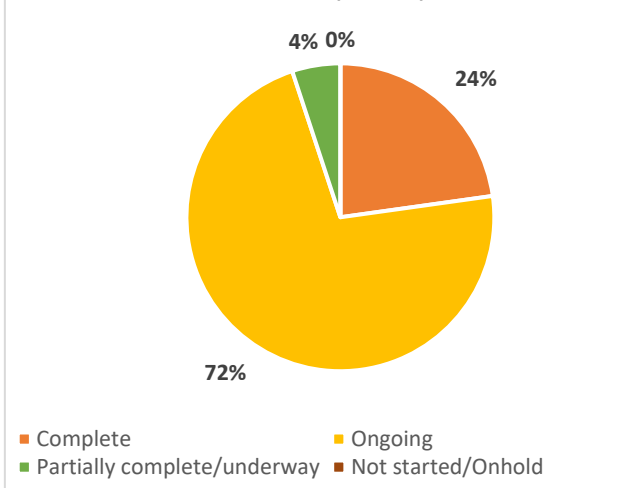


Table 1: Housing Element Implementation Progress Snapshot 2022

Program Status	Total Number	% of Total
Complete	19	24%
Ongoing	57	72%
Partially Complete/Underway	3	4%
Not Started/On Hold	0	0%
Total	79	100%

Regional Housing Need

The City is required to report certain housing information in accordance with State Housing Element Law (Government Code Sections 65583 and 65584) and the State HCD's guidelines for reporting the City's progress toward meeting its regional housing needs. The Association of Bay Area Governments has adopted a Regional Housing Needs Allocation (RHNA), pursuant to Government Code Section 65584, for all jurisdictions within San Mateo County to provide housing for the projected population growth within the region. Brisbane's share of the regional housing need was allocated at 83 new housing units for the 8-year period between 2015 and 2022, including 15 units affordable to moderate-income households, 13 units affordable to low-income households, and 25 affordable to very-low-income households.

At the end of the eight-year, 2015 – 2022 Housing Element planning period, Brisbane has met 72% of its RHNA. Brisbane's progress in meeting RHNA and its unmet RHNA need at the end of 2022 is shown in Table 2. Table B of Appendix A indicates the number of building permits issued by income level from 2015 – 2022.

Table 2: 2022 Progress in Meeting Regional Housing Needs 2015-2022

Income Group	Regional Housing Need 2015-22	Permits Issued 2022	Need Met thru 12/31/22	Remaining Need at end of 2022	% of 2015-22 Regional Housing Need Met
Very Low	25	2	2	23	1%
Low	13	2	2	11	15%
Moderate	15	2	29	0	193%
Above Moderate	30	4	27	3	90%
Total Units	83	10	60	37	72%

Accessory Dwelling Unit Affordability

A study conducted by the Association of Bay Area Governments (ABAG) from September 2021 found that ADUs are rented at a variety of rates and often meet lower income affordability requirements based on the incomes of the occupants and/or their rental rates. The study found that a Bay Area jurisdiction can, conservatively, use 30% very low, 30% low, 30% moderate and 10% above moderate for ADUs. While the State has not officially approved the conclusions of this study, it has agreed that jurisdictions can allocate ADUs towards a range of income levels. Table 3 shows Brisbane's progress in meeting RHNA and its unmet RHNA need at the end of 2022 utilizing the study's recommended affordability level for all ADUs permitted during the 2015-2022 planning cycle. Notably, the City is much closer towards meeting its very low- and low-income housing needs when utilizing the study's recommended affordability levels and it also results in a lower remaining need at the end of the planning cycle.

Table 3: 2022 Progress in Meeting Regional Housing Needs 2015-2022 utilizing 2021 ABAG Study on ADU affordability

Income Group	Regional Housing Need 2015-22	Need Met thru 12/31/22	Remaining Need at end of 2022	% of 2015-22 Regional Housing Need Met
Very Low	25	10	15	40%
Low	13	10	3	77%
Moderate	15	10	5	67%
Above Moderate	30	30	0	100%
Total Units	83	60	23	72%

Attachments

Appendix A: Housing Element Annual Progress Report Tables

Jurisdiction	Brisbane	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

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

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Based Application
1					2	3	4	5							6	7	8	9	10
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total <u>PROPOSED</u> Units by Project	Total <u>APPROVED</u> Units by project	Total <u>DISAPPROVED</u> Units by Project	Was <u>APPLICATION SUBMITTED</u> Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below								0	2	0	3	0	2	5	12	0	0		
	7193050	130 Sierra Point	2021-EX-1		SFD	O	5/13/2021							1	1			No	No
	7461020	100 Lake Street	B201700121		SFD	O	4/27/2022							1	1			No	No
	7461020	100 Lake Street	B201700121		ADU	R	4/27/2022		1						1			No	No
	7243030	158 Santa Clara St	B202000346		SFD	O	4/4/2022							1	1			No	No
	7461070	25 Glen Park Way	B202100211		ADU	R	2/4/2022		1						1			No	No
	7542010	100 Harold Road	B202100329		ADU	R	4/20/2022				1				1			No	No
	7271080	343 Mariposa St	B202100356		ADU	R	6/29/2022				1				1			No	No
	7321150	360 Klamath St	B202100399		ADU	R	3/10/2022						1		1			No	No
	7382170	245 San Benito Rd	B202100252		SFD	R	1/31/2022							1	1			No	No
	7382180	254 San Benito Rd	B202200096		ADU	R	12/21/2022						1		1			No	No
	7284070	265 Monterey St	B202200136		ADU	R	7/13/2022							1	1			No	No
	7560080	3998 Bayshore Blvd	2021-UP-1/EX-2/HCP-1		SFD	O	5/26/2022							1	1			No	No
	7283080	213 Visitacion	2022-DP-6		2 to 4	O	1/26/2023							4	4			No	No
	7542010	100 Harold Rd	2022-ADU-1		ADU	R	2/17/2022				1				1			No	No
															0				
															0				
															0				
															0				
															0				
															0				

Table A2												
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units												
Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlements					
1					2	3	4					
Prior APN ⁺	Current APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Unit Category (SFA,SFD,2 to 4,5+,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
Summary Row: Start Data Entry Below							0	0	0	1	0	0
	7350310	88 Thomas Ave	18-0702-02		SFD	O						
	7350310	88 Thomas Ave	18-0702-02		ADU	R						
	7362090	661 San Bruno Ave	B201800199		2 to 4	O						
	7281130	300 Monterey	B202000254		ADU	R						
	7193050	130 Sierra Point	2021-EX-1		SFD	O						
	7461020	100 Lake Street	B201700121		SFD	O						
	7461020	100 Lake Street	B201700121		ADU	R						
	7243030	158 Santa Clara St	B202000346		SFD	O						
	7461070	25 Glen Park Way	B202100211		ADU	R						
	7542010	100 Harold Road	B202100329		ADU	R						
	7271080	343 Mariposa St	B202100356		ADU	R						
	7321150	360 Klamath St	B202100399		ADU	R						
	7382170	245 San Benito Rd	B202100252		SFD	R						
	7382180	254 San Benito Rd	B202200096		ADU	R						
	7284070	265 Monterey St	B202200136		ADU	R						
	7283080	213 Visitacion	2022-DP-6		2 to 4	O						
	7542010	100 Harold Rd	2022-ADU-1		ADU	R				1		
	7560080	3998 Bayshore Blvd	2021-UP-1/EX-2/HCP-1		SFD	O						

75

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Jurisdiction	Brisbane	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

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

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1		2									3	4
Income Level		RHNA Allocation by Income Level		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	25	-	-	-	-	-	-	-	-	-	-	2	23
	Non-Deed Restricted		-	-	-	-	-	-	-	-	2	-		
Low	Deed Restricted	13	-	-	-	-	-	-	-	-	-	-	2	11
	Non-Deed Restricted		-	-	-	-	-	-	-	-	2	-		
Moderate	Deed Restricted	15	-	-	-	-	-	-	-	-	-	-	29	-
	Non-Deed Restricted		-	1	3	3	5	6	2	7	2	-		
Above Moderate		30	-	2	4	4	1	6	1	5	4	-	27	3
Total RHNA		83												
Total Units			-	3	7	7	6	12	3	12	10	-	60	37
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5											6	7
		Extremely low-Income Need		2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		13		-	-	-	-	-	-	-	-	-	-	13

*Extremely low-income housng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Jurisdiction	Brisbane	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

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

Table C																	
Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																	
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	
5212100	25 Park Place	Parkside Overlay		2/1/2018	17	18			Shortfall of Sites	1.25	PRTC	PAOZ-1	20	28	35	Non-Vacant	Office
5202160	43 Park Place	Parkside Overlay		2/1/2018	15	16			Shortfall of Sites	1.11	PRTC	PAOZ-1	20	28	31	Non-Vacant	Office
5190100	145 Park Lane	Parkside Overlay		2/1/2018	40	40			Shortfall of Sites	2.87	PRTC	PAOZ-2	20	28	80	Non-Vacant	Warehouse
5202200	91-99 Park Lane	Parkside Overlay		2/1/2018	25	26			Shortfall of Sites	1.85	PRTC	PAOZ-2	20	28	51	Non-Vacant	Warehouse
5202150	105-115 Park Lane	Parkside Overlay		2/1/2018	29	30			Shortfall of Sites	2.13	PRTC	PAOZ-2	20	28	59	Non-Vacant	Warehouse
5202210	280 Old County Road	Parkside Overlay		2/1/2018	21	21			Shortfall of Sites	1.5	PRTC	PAOZ-1	20	28	42	Non-Vacant	Office/Warehouse

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction		Brisbane	
Reporting Year		2022 (Jan. 1 - Dec. 31)	
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
Program H.I.1.g: Inform water/sewer provider	Deliver Housing Element to water and sewer providers	Upon adoption	Completed April 2015.
Program H.I.1.h: Annual Report	Prepare annual progress report	Annually	Annual Report for 2021 calendar year delivered to California Department of Housing and Community Development and Governor's Office of Planning and Research prior to April 1, 2022 deadline.
Program H.I.2.a: Housing constraints	Advise outside agencies regarding unnecessary constraints	Ongoing	Ongoing as development projects are submitted for consideration.
Program H.I.2.b: League of Cities	Work with League of Cities to identify and address housing constraints due to preemption of outside agencies	Ongoing	Ongoing advocacy through membership in League of Cities.
Program H.A.1.a: Fair housing information	Inform public through website and other means	Ongoing	Fair housing information and resources available on dedicated webpage. Housing Element available on City website, www.brisbaneca.org .
Program H.A.1.b: Other housing information	Inform public on housing policies and opportunities	Ongoing	Housing opportunities and resources in the City and County and Housing Element containing City housing policies are posted on dedicated webpages on City website, www.brisbaneca.org .
Program H.B.1.a: Rezoning	Accommodate RHNA shortfall	1/31/2016	Required overlay zoning incorporated into Parkside Precise Plan adopted 10/30/2017. Implementing zoning adopted via Ordinance 624 2/1/2018.
Program H.B.1.b: Zoning for current RHNA	Accommodate RHNA	5/31/2018	Existing zoning regulations will accommodate remainder of 2015-2023 RHNA. Overlay zoning for shortfall accommodated in implementation of H.B.1.a (above)
Program H.B.1.c: General Plan revisions	Land Use Element consistency	1/31/2016	General Plan amendments to implement rezoning pursuant to H.B.1.a adopted via Ordinance 624 2/1/18

Program H.B.1.d: Second Units	Monitor ADU affordability	Annually	ADU rent survey conducted in January 2022. Survey respondents reported occupied units rented at BMR rent or no rent at all.
Program H.B.1.e: Second Units	Encourage ADUs	5/31/2018	City Council adopted zoning text amendments to streamline ADU regulations via Ordinance 626 on 5/17/18. City Council adopted Ordinance 653 on 10/15/2020 to allow ADUs in all residnetal zoning districts.
H.B.1.f: Definitions	Update definition of single-family dwelling to comply with CHSC Sec. 17021.5	1/1/2016	Ordinance 606 adopted by City Council on 4/21/2016
Program H.B.1.g: SRO's	Amend SCRO-1 District to permit Single Room Occupancy units as conditional use.	12/1/2018	Ordinance 622 adopted by City Council on 11/2/2017
Program H.B.1.h: Encourage development	Outreach to encourage private redevelopment in new affordable housing overlays and SCRO-1 district.	As new zoning regulations are adopted.	City engaged with property owners consistently throughout Parkside Precise Plan process. City maintains informational webpages and handouts on PAOZ overlay districts and SCRO-1 district.
Program H.B.1.i: Mobilehomes	Rezone mobilehome park to R-MHP District for mobilehome use only.	12/31/2018	City Council adopted zoning map and text amendments to rezone mobile home park R-MHP via Ordinance 630 adopted 12/6/18.
Program H.B.2.a; "At risk" affordable units	Preserve affordable units.	Ongoing	None at risk within planning period.
Program H.B.3.a: Special needs housing	Identify suitable sites	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding opportunities and limited land/site availability. City continues to hold exploratory discussions with school district and regional housing trust regarding potential teacher/district employee housing on city-owned sites.
Program H.B.3.b: Parking for senior housing	Reduce parking requirement	12/1/2015	Ordinance 576 adopted May 19, 2016.
Program H.B.3.c: Parking for accessible units	Reduce parking requirement	12/1/2015	Ordinance 576 adopted May 19, 2016.
Program H.B.3.d: Reasonable accommodation	Minimize constraints	Ongoing	Ordinance 558 adopted April 2011.
Program H.B.3.e: Convalescent homes	Permit as conditional use in SCRO-1 district	12/31/2018	Convalescent homes are conditionally permitted in SCRO-1 district.
Program H.B.3.f: HIP Housing	Support Human Investment Program (HIP) shared housing program.	Ongoing	Updated information and rental listings posted regularly on City website www.brisbaneca.org.
Program H.B.3.g: Density bonus	Encourage special needs housing	Ongoing	Coordinating with H.B.5.a. No density bonuses requested during reporting period.

Program H.B.3.h: Continuum of Care/HEART	Shelter and serve the homeless	Ongoing	City is member agency of HEART and information is linked on www.brisbaneca.org.
Program H.B.3.i: Emergency Shelters	Allow in SCRO-1 district	Ongoing	Ordinance 443 adopted in 2000 allows emergency shelters as permitted use in the SCRO-1 district.
Program H.B.3.j: Water and sewer service	Adopt policies to prioritize affordable units	12/1/2017	Department of Public Works adopted administrative policies consistent with Program requirements 12/28/2017
Program H.B.4.a: Condominium conversions	Maintain affordable rental units	Ongoing	Ordinance 566 adopted October 2013 requires Use Permit for condominium conversions.
Program H.B.4.b: Inclusionary Housing	Update Inclusionary Housing Ordinance	12/31/2016	Planning Commission public hearing on 4/25/2019 recommended City Council approval of revisions to inclusionary housing and density bonus ordinance (file RZ-5-18). City engaged consultant in December 2019 to update feasibility study for inclusionary in-lieu fee. City engaged consultant in August 2021 to complete Affordable Housing Strategic Plan, including evaluation of draft inclusionary housing ordinance. Revised ordinance will be considered by City Council in fall 2023. Combined with H.B.5.a below
Program H.B.5.a: Density bonus	Expand program per AB 2280	12/31/2016	See program H.B.4.b above
Program H.B.6.a: Hillside development	Reduce development costs	Ongoing	City received SB 2 Planning Grants Program approval to conduct district-wide biological assessment for hillside lots in SCRO-1 zoning district to streamline housing development application processing. Biological assessment completed in spring 2021 and adoption of operating program is anticipated first quarter of 2024 pending consultation with San Mateo County Parks and US Fish and Wildlife.
Program H.B.7.a: Affordable housing information	Encourage affordable housing	Ongoing	Housing Element available on www.brisbaneca.org. Housing Element progress webpage contains opportunity site information and handouts
Program H.B.7.b: Private/non profit partnerships	Encourage affordable housing	Ongoing	Housing Element available on www.brisbaneca.org. City held exploratory discussions with HEART and school district in 2018 regarding potential teacher/district employee housing on city-owned site.
Program H.B.7.c: Project Sentinel	Housing counseling and budget training for seniors and low/mod income households	Ongoing	Information on Project Sentinel's programs is available on www.brisbaneca.org
Program H.B.8.a: Section 8 rent subsidies	Keep informed of opportunities from County	Ongoing	Ongoing coordination with County Housing Department and Housing Authority as opportunities arise
Program H.B.9.a: City/non profit partnerships	Develop relationships with nonprofit housing organizations	Annually	Housing Element available on www.brisbaneca.org. City held exploratory discussions with HEART and school district in 2018 regarding potential teacher/district employee housing on city-owned site.

Program H.B.9.b: Land banking	Acquire sites for affordable housing	Ongoing	On hold pending establishment of ongoing funding source.
Program H.B.9.c: Public parks and facilities	Reserve surplus lands for housing development	12/1/2017	Incorporate into General Plan Update, 2024.
Program H.B.9.d: Rehab housing	Preserve/provide affordable units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.e: Affordable housing subsidies	Investigate subsidies for mixed use or residential projects	Annually, as part of the budget process	None identified in 2022. City Council considering affordable housing master plan (started in 2021) in 2023 to program affordable housing funds. Adoption of the plan expected in second quarter of 2023.
Program H.B.9.f: HEART	Subsidize mortgage costs for first-time homebuyers	Ongoing	City is a current member of HEART.
Program H.B.9.g: County rehab programs	Preserve affordable housing	Annually	Ongoing coordination with County Housing Department as opportunities arise.
Program H.B.9.h: Self-help/sweat equity programs	Preserve and provide affordable units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.i: Leveraging low/mod funds	Match state/federal programs	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.j: Special needs loans/grants	Retrofit existing units	Ongoing	Opportunities considered on a case-by-case basis but constrained by limited funding.
Program H.B.9.k: Fee schedule	Subsidize affordable housing	Annually, as part of the budget process	Development fee waiver requests are considered as projects are submitted. No fee waiver requests were received in 2022.
Program H.B.9.l: State and Federal programs	Encourage affordable housing	Ongoing	City evaluates projects for eligibility for State/Federal funding programs and potential matches as projects arise. No such projects were eligible in 2022.
Program H.C.1.a: Voluntary code inspection program	Identify basic life safety problems	Ongoing	Ongoing coordination with North County Fire Authority.
Program H.C.1.b: Low-interest rehab loan program	Publicize and encourage use.	Ongoing	Brochures available at Building and Planning Counter and information available on www.brisbaneca.org
Program H.C.1.c: Nonconforming provisions	Encourage maintenance of nonconforming units	Ongoing	Ordinance 576 adopted May 19, 2016.

Program H.C.1.d: NCRO-2 district rehab	Encourage maintenance of units	Ongoing	Ongoing coordination with County Housing Department. No opportunities identified in 2022.
Program H.D.1.a: Infrastructure Master Plans	Update residential infrastructure	Ongoing	Ongoing coordination with Public Works Department.
Program H.D.1.b: Dwelling Groups	Allow in R-2, R-3, SCRO-1, and new affordable housing overlays	12/31/2018	Parkside Plan adopted 10/30/2017. Implementing housing overlay zones allow dwelling groups, Ordinance 624 adopted 2/1/2018. R-2, R-3, and SCRO-1 currently allow dwelling groups.
Program H.D.1.c: Affordable Housing Overlays	Guidelines for affordable housing overlay zoning	1/31/2016	Parkside Plan adopted 10/30/2017, contains housing overlay development regulations and design guidelines. Implementing zoning Ordinance 624 adopted 2/1/2018.
Program H.D.2.a: Affordable Housing Overlays	Consider amendments to non-residential zoning districts adjacent to affordable housing overlays.	12/31/2018	No revisions to adjacent districts to PAOZ-1 and PAOZ-2 housing overlays identified in 2022.
Program H.E.1.a: Mixed-use and live/work housing	Encourage mixed use	Ongoing	See H.B.1.a & b. Mixed-use and live-work permitted in most commercial districts. City successfully applied for SB 2 Planning Grants Program funds to create and adopt zoning amendments in the NCRO-2 and SCRO-1 districts to adopt objective design guidelines and development standards and allow residential and mixed-use development by-right. Work completed for SCRO-1 district in 2022 and will continue for NCRO-2 district in 2023.
Program H.E.1.b: Mixed-use development	Encourage mixed use	Ongoing	Mixed use is permitted in NCRO-2 district. See program H.E.1.a above.
Program H.E.1.c: General Plan revisions	Land Use Element consistency for mobilehome park zoning	12/31/2018	See H.B.1.i. No General Plan amendments identified; zoning amendments consistent with existing general plan land use designation.
Program H.E.1.d: Transit-oriented development	Encourage smart growth	General Plan Update	City Council amended General Plan to allow up to 2,200 residential units within 1/2 mile of Bayshore Caltrain Station (GPA-1-18), approximately 26 times the City's current RHNA of 83 units. Factual and consistency updates to multiple GP elements in order to implement GP amendment GP-1-18 was completed in 2020 (GP-1-19). Also see program H.E.1.a above.
Program H.F.1.a: Green building ordinance	Update as needed	Ongoing	City Council adopted Ordinance 643 12/12/2019 to adopt 2019 CBC with local reach provisions including limitations on natural gas in new development. City Council adopted Ordinance 644 on 12/12/2019 to adopt building energy efficiency benchmarking ordinance applicable to commercial and multi-family structures meeting certain size thresholds. Staff annually evaluates CBC and best practices in green building as applicable to local ordinances.
Program H.F.2.a: Energy conservation	Inform public via various means	Ongoing	Resources regularly published on City website, City STAR newsletter, social media pages, and Housing Element is published on www.brisbaneca.org

Program H.F.2.b: Energy conservation retrofitting	Inform public via various means	Ongoing	Information and Housing Element linked to www.brisbaneca.org .
Program H.F.2.c: Renewable energy	Inform public via various means	Ongoing	City joined Peninsula Clean Energy in 2016. Information available on www.brisbaneca.org
Program H.F.3.a: Water conservation	Inform the public via various means	Ongoing	Ordinance 607 adopted by the City Council on April 7, 2016 updating the City's water conservation in landscaping ordinance. Water conservation information provided on the City's website and advertised in City newsletters and social media accounts.
Program H.F.3.c: Water conservation in multi-family development	Encourage water conservation in landscaping and appliances in multifamilyand mixed-use housing	In coordination with program H.F.1.a	Ordinance 607 adopted April 7, 2016 updating City's water conservation in landscaping ordinance. Planning staff advises all applicants of conservation opportunities and requirements in new and re-landscaping projects.
Program H.F.4.a: Natural heating/cooling	Encourage energy conservation	Ongoing	Ordinances 643 and 644 adopted 12/12/2019. See Program H.F.1.a above. Title 24 compliance is enforced and required for all eligible building permit applications.
Program H.G.1.a: Regional Planning	Cooperate in Plan Bay Area process	Ongoing	City actively participated in Plan Bay Area 2050 update in 2020 and 2021.
Program H.G.1.b: Congestion management	Cooperate in implementation of C/CAG Congestion Management Program	Ongoing	Ongoing as development projects are considered.
Program H.H.1.a: Development costs	Minimize costs of development	Ongoing	Ongoing as development projects are considered. City Council to consider study and potential adoption of impact fees in 2023.
Program H.H.1.b: Fiscal impact studies	Study impact of large residential projects on city services	Ongoing	Implemented as new residential projects with potential significant impacts are considered.
Program H.H.2.a: Sensitive/hazardous lands	Identify/mitigate impacts	Ongoing	Ordinance 562 adopted October 2011.
Program H.H.2.b: Clustered development	Promote clustered development in areas near sensitive habitat	Ongoing	Ordinance 562 adopted October 2011 to relax certain development standards if clustered development is pursued.
Program H.H.2.c: Flood hazard management	Comply with CGC Sec. 65302	General Plan update	Incorporated into the Local Hazard Mitigation Plan (LHMP) and General Plan by reference in 2018. LHMP was updated again in 2021.

Program H.I.1.a: Regulatory constraints	Streamline permit processing	Ongoing	City successfully applied for SB 2 Planning Grants Program funds to create objective residential design guidelines and development standards and adopt zoning amendments in the NCRO-2 and SCRO-1 districts to allow residential and mixed-use development by-right. Majority of this work program completed in May 2022 via adoption of ordinance 669, with work in NCRO-2 district to be completed in 2024. Grant funds will also allow for district-wide biological assessment of SCRO-1 district to streamline Habitat Conservation Plan evaluation. Biological assessment completed in 2021, with operating program to be considered in 2024. Ordinance 612 adopted December 8, 2016, streamlining application process for new condominium developments. City Council adopted streamlining for accessory dwelling units via Ordinance 615 adopted 2/2/2017 and Ordinance 626 adopted 5/17/2018.
Program H.I.1.b: Parking requirements	Revise parking standards	12/1/2015	Ordinance 576 adopted on May 19, 2016 reduced parking requirements for smaller homes and minor additions.
H.I.1.c: Second Unit Parking	Revise second unit parking requirements	12/1/2015	Ordinance 576 adopted by City Council May 19, 2016 to reduce accessory dwelling unit parking requirements. Ordinance 615 adopted 2/2/2017 eliminated accessory dwelling unit parking requirements.
Program H.I.1.d: Design Permits	Reduce unnecessary constraints	Ongoing	See Program H.I.1.a above regarding SB 2 Planning Grant work program. Ongoing as development projects are submitted for review. Design Permit for 16-unit senior housing/commercial development approved in October 2017.
Program H.I.1.e: Nonconforming structures	Preserve housing units	Ongoing	See Program H.C.1.c
Program H.I.1.f: City staffing	Efficient permit processing procedures	Annually, as part of the budget process	One additional contract staff added in 2022; two retained into 2023. Reevaluate as part of 2023 budget process.

Jurisdiction	Brisbane	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	2
Above Moderate		4
Total Units		10

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	1	3	1
2 to 4	0	0	4
5+	0	0	0
ADU	1	7	2
MH	0	0	0
Total	2	10	7

Housing Applications Summary	
Total Housing Applications Submitted:	12
Number of Proposed Units in All Applications Received:	12
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

Jurisdiction	Brisbane	
Reporting Year	2022	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT Local Early Action Planning (LEAP) Reporting (CCR Title 25 §6202) <i>Please update the status of the proposed uses listed in the entity’s application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.</i>					
Total Award Amount	\$ 65,000.00 <small>Total award amount is auto-populated based on amounts entered in rows 15-26.</small>				
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Update Housing Element	\$46,000.00	\$0.00	In Progress	None	Consultant work for Housing Element completed October 2022; reimbursement to be requested first quarter 2023
Zoning Amendments	\$19,000.00	\$0.00	In Progress	Other	SB2 providing most funding for this project; task 95% complete with adoption of ODDS ordinance in May 2022. City Council slated to consider NCRO-2 district ODDS in fall 2023 to complete this task. Reimbursement request anticipated in first quarter 2024.

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

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

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	2
Above Moderate		4
Total Units		10

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	2
Above Moderate		5
Total Units		7

Jurisdiction	Brisbane	
Reporting Period	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

NOTE: SB 9 PROJECTS ONLY. This table only needs to be completed if there were lot splits applied for pursuant to Government Code 66411.7 OR units constructed pursuant to 65852.21.

Units entitled/permitted/constructed must also be reported in Table A2. Applications for these units must be reported in Table A.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Cells in grey contain auto-calculation formulas

Table I

Units Constructed Pursuant to Government Code 65852.21 and Applications for Lot Splits Pursuant to Government Code 66411.7 (SB9)

[illegible]

Jurisdiction	Brisbane	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	2
Above Moderate		4
Total Units		10

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	1	3	1
2 to 4	0	0	4
5+	0	0	0
ADU	1	7	2
MH	0	0	0
Total	2	10	7

Housing Applications Summary	
Total Housing Applications Submitted:	12
Number of Proposed Units in All Applications Received:	12
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

Jurisdiction	Brisbane	
Reporting Year	2022	(Jan. 1 - Dec. 31)

<div>ANNUAL ELEMENT PROGRESS REPORT</div> <div>Local Early Action Planning (LEAP) Reporting</div> <div>(CCR Title 25 §6202)</div> <div>Please update the status of the proposed uses listed in the entity’s application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.</div>					
Total Award Amount	\$65,000.00 <div>Total award amount is auto-populated based on amounts entered in rows 15-26.</div>				
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
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Building Permits Issued by Affordability Summary		
Income Level		Current Year
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	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	2
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	Non-Deed Restricted	2
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Total Units		10

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	2
Above Moderate		5
Total Units		7

File Attachments for Item:

H. Approve Designation of Agent for Emergency Response Reimbursement

(It is being recommended to Approve California Office of Emergency Services Form 130,
“Designation of Applicant’s Agent Resolution for Non-State Agencies.”)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 16, 2023
From: Director of Public Works/City Engineer
Subject: Designation of Agent for Emergency Response Reimbursement

Community Goal/Result: Fiscally Prudent

Purpose:

To designate a city agent for execution of required paperwork associated with requests for state and federal financial assistance related to emergency response during a recent storm.

Recommendation:

Approve the attached CalOES Form 130, "Designation of Applicant's Agent Resolution for Non-State Agencies."

Discussion:

Approval and submittal of this form to Cal OES' Public Assistance Division is a condition precedent to receipt of state and federal financial assistance for declared disasters, including the storm event that started locally in Brisbane on New Years Eve 2023. California Office of Emergency Services and the Federal Emergency Management Agency reference this disaster respectively as CDAA 2023-01 and FEMA-4683-DR-CA

Fiscal Impact:

It is unknown how much assistance the city will receive from the state and federal government, but we will not receive any unless the recommended action is approved.

Measure of Success:

Maximized state and federal reimbursement for the January 2023 storm event.

Attachments:

1. Applicant's Agent Resolution

Randy Breault, Public Works Director

Clay Holstine, City Manager



Cal OES ID No: _____

DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE City Council OF THE City of Brisbane
(Governing Body) (Name of Applicant)

THAT Director of Public Works/City Engineer, OR
(Title of Authorized Agent)

Director of Finance, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Brisbane,
(Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the City of Brisbane,
(Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- ☒ This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- ☐ This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this 16 day of March, 2023

Mayor Madison Davis

(Name and Title of Governing Body Representative)

Mayor Pro Tempore Terry O'Connell

(Name and Title of Governing Body Representative)

Councilmember Karen Cunningham

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Ingrid Padilla, duly appointed and City Clerk of
(Name) (Title)

City of Brisbane, do hereby certify that the above is a true and
(Name of Applicant)

correct copy of a resolution passed and approved by the City Council
(Governing Body)

of the City of Brisbane on the 16th day of March, 2023.
(Name of Applicant)

City Clerk

(Signature)

(Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."

File Attachments for Item:

I. Authorize Letter of Support for Property Tax In Lieu of Vehicle License Shortfall

(The purpose of this item is to offer support to the County of San Mateo and its cities; it is being recommended to authorize a Letter of Support to address the Property Tax in Lieu of Vehicle License Fee shortfall backfill that was omitted from the initial release of the Governor's 2023-24 State Budget.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 16, 2023

From: Carolina Yuen

Subject: Property Tax In Lieu of Vehicle License Shortfall – Letter of Support

Community Goal/Result

Fiscally Prudent – Brisbane’s fiscal vitality will reflect sound decisions which also speak to the values of the community

Purpose

Offer support to the County of San Mateo and its cities and address the Property Tax in Lieu of Vehicle License Fee shortfall backfill that was omitted from the initial release of the Governor’s 2023-24 State Budget.

Recommendation

To authorize the Mayor to sign a letter of support on behalf of the City Council to State officials requesting their assistance in getting the Property Tax in Lieu of Vehicle License Fee shortfall backfill included in the Governor’s May Revision Budget.

Background

The Vehicle License Fee (VLF) Swap was an integral part of the 2004 budget compromise (SB 1096). Under the terms of that compromise, the State permanently reduced VLF revenues to cities and counties by 67.5% and also shifted \$1.3 billion in local property taxes to pay the State’s school funding obligation for two fiscal years. Through these actions, the counties and cities gave up significant revenues to address the State’s budget deficit. In exchange, the State guaranteed the counties and cities an in-lieu VLF payment that is adjusted annually by the growth in property tax. The VLF Swap legislation identified two sources of funding to pay the State’s in-lieu VLF obligation:

- (1) ERAF distributions to non-basic aid schools; and
- (2) Property tax revenues of non-basic aid schools.

The State would then backfill those losses by the schools to ensure minimum funding obligations were met.

Discussion

In recent years as more school districts within the county have moved into basic aid status, there has not been funding available to fulfill the State's in-lieu VLF obligation, which has resulted in a shortfall. For 2021-22, the countywide shortfall was approximately \$32 million, which resulted in a nearly \$66 thousand shortfall for the City. When these shortfalls have occurred in the past, the State has made the County and its cities whole by reimbursing the shortfalls 14 months after the fiscal year in which the shortfall occurred through special appropriations in the State budget.

The backfill for the 2021-22 VLF shortfall was not included in the initial release of the 2023-24 State budget. As such, the County and its cities are initiating efforts to advocate for this funding to be included in the Governor's May Revision budget. One of the initial steps in this process is to send letters to State officials requesting their assistance in getting the VLF shortfall backfill included in the May Revision. The draft letter to be signed by Mayor Davis and sent on behalf of the City is included as Attachment 1. Staff is also requesting authorization from Council to send any additional letters from the Mayor on behalf of the City to the State delegation or other stakeholders as requested by the County on this issue.

Fiscal Impact

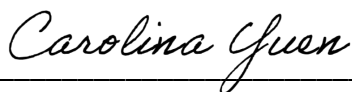
There is no direct budget impact for authorizing the Mayor to sign this letter of support. However, should the State not include backfill funding to address the VLF shortfall, the City's fiscal year 2023-24 budgeted revenues will be reduced by approximately \$66 thousand.

Measure of Success

The State re-introduces the Property Tax in-lieu of VLF shortfall backfill into the Governor's May Revision budget.

Attachments

1. Letter to State Delegation



Carolina Yuen, Finance Director



Clay Holstine, City Manager



City of Brisbane
 50 Park Place
 Brisbane, CA 94005-1310
 (415) 508-2100
 (415) 467-4989 Fax

March 16, 2023

The Honorable Josh Becker
 California State Senate
 1021 O Street, Suite 7250
 Sacramento, CA 95814-4900

The Honorable Scott D. Wiener
 California State Senate
 1021 O Street, Suite 8620
 Sacramento, CA 95814-4900

The Honorable Marc Berman
 California State Assembly
 1021 O Street, Suite 6130
 Sacramento, CA 95814

The Honorable Diane Papan
 California State Assembly
 1021 O Street, Suite 4220
 Sacramento, CA 95814

The Honorable Phil Ting
 California State Assembly
 1021 O Street, Suite 8230
 Sacramento, CA 95814

Re: Budget Request for San Mateo County and its Cities for FY21-22 VLF In-Lieu Shortfall
 Subject

Dear Senator Becker, Senator Weiner, Assemblymember Berman, Assemblymember Papan,
 and Assemblymember Ting:

On behalf of the City of Brisbane, we respectfully request your assistance securing \$32,898,051 in Property Tax in lieu Vehicle License Fee (VLF) shortfall funding due to the County of San Mateo and its cities for FY21-22 through the state budget process. Of the total, the City of Brisbane is due \$66 thousand.

Historically, the State has made counties and cities whole by reimbursing in-lieu VLF shortfalls through a special appropriation in the State budget. This appropriation ensures that all counties and cities receive their full in-lieu payment required by law. Unfortunately,

an appropriation to cover San Mateo's County shortfall for the fiscal year 2021-22 was not included in the Governor's January Budget.

As background, the State's in-lieu VLF payment obligation arises from the VLF "Swap" which was an integral part of the 2004 Budget compromise. Under the terms of that compromise, the State permanently reduced the annual VL rate, which significantly decreased counties' and cities' revenues and, for two fiscal years, shifted an additional \$1.3 billion in property taxes away from counties, cities and special districts to pay the State's school funding obligations and address the State's budget deficit in exchange, the State guaranteed counties and cities an "in-lieu" VLF payment for the lost revenues. This ongoing in-lieu VLF obligation is adjusted annually based on growth in the assessed value of property within local agency boundaries (Rev. & Tax. Code Section 97.70).

In San Mateo County, the direct funding sources identified in the statute are insufficient to cover the full amount of the in-lieu VLF payment, causing a funding shortfall. The shortfall specifically arises because there are insufficient funds from ERAF and property taxes of the relatively few non-basic aid schools in San Mateo County to cover the State's total payment obligation. (The State backfills the school districts, so they do not suffer any loss from the in-lieu VLF payment.) As a result, these shortfalls are beyond the counties' and cities' control and cause cash flow issues and significant fiscal harm until reimbursed by the State.

Failure to make the full in-lieu VLF payment will cause significant financial harm to San Mateo County and cities, which rely on these revenues to fund core services such as police, fire, libraries, parks, streets, traffic and transportation. It would also be contrary to the 2004 Budget Compromise in which these payments were guaranteed in exchange for substantial financial contributions by local governments. Failure to provide the total payment would devastate local budgets and services that depend on these funds.

For these reasons, the City of Brisbane requests your assistance in ensuring that the \$32,898,051 in FY 21-22 VLF in-lieu shortfall due to the County of San Mateo and its 20 cities be included in this year's budget to ensure there is no adverse fiscal impact on our local governments.

We appreciate your consideration of this critical request.

Sincerely,

Madison Davis
Mayor, City of Brisbane

File Attachments for Item:

K. Countywide Assignments and Subcommittee Reports



CITY *of* BRISBANE

Subcommittee Update

From March 3rd, 2023 to March 10th, 2023

There were no Council Subcommittees during March 3rd and March 10th.

Upcoming Subcommittees:

Public Art Advisory Committee **Monday, 3/20 4:30pm** **Cunningham, Davis**
Review other Cities' RFPs for a Public Art Master Plan and begin to build Brisbane's RFP.

Infrastructure Subcommittee **Tuesday, 3/21 2:30pm** **Lentz, Mackin**
Discuss the facility assessments received for the Community Center/Old Library and Mission Blue Center.

Affordable Housing Subcommittee **Monday, 4/10 3pm** **Lentz, Mackin**
Discuss Visitation Gardens senior housing ground lease renewal with Bridge Housing
Review the Draft Affordable Housing Strategic Plan
Discussion of an Affordable Housing Project, type, location