

**RESOLUTION NO. 14-2022**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA  
APPROVING THE CITY'S 2021 HOUSING ELEMENT ANNUAL PROGRESS  
REPORT ON IMPLEMENTATION OF THE 2015-2023 HOUSING ELEMENT AND  
THE 2021 GENERAL PLAN ANNUAL PROGRESS REPORT ON  
IMPLEMENTATION OF OTHER ELEMENTS OF THE GENERAL PLAN; AND  
DIRECTING THE CITY MANAGER TO TRANSMIT THE REPORTS TO THE  
CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
(HCD) AND THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH (OPR)**

**WHEREAS**, California Government Code section 65400(a)(1) requires that after the legislative body has adopted all or part of a General Plan, an annual report on the status of the General Plan progress and its implementation be prepared to ensure that the General Plan will serve as an effective guide for orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan; and

**WHEREAS**, California Government Code section 65400(a)(2) also provides that the annual report must also provide the progress in meeting the City's share of regional housing needs and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing pursuant to paragraph (3) of subdivision (c) of Government Code section 65583; and

**WHEREAS**, the housing element portion of the annual report must be prepared through the use of standards, forms, and definitions adopted by the Department of Housing and Community Development and must be filed with the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD) annually by April 1<sup>st</sup> of each year; and

**WHEREAS**, the City Council considered the annual reports required by Government Code sections 65400(a)(1) and 65400(a)(2) at a public meeting before the where members of the public were allowed to provide oral testimony and written comments; and

**WHEREAS**, the City has made significant progress in implementing the policies contained in the City's General Plan.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Pacifica as follows:

- A. The above recitals are true and correct and material to this Resolution.
- B. The City Council, acting as the planning agency and legislative body in accordance with Government Code sections 65100 and 65400, hereby approves the City's 2021 Housing Element Annual Progress Report regarding progress of implementation of the 2015-2023 Housing Element, attached hereto and hereinafter incorporated as Exhibit A and the 2021 General Plan Annual Progress Report regarding progress of implementation of the other Elements of the General Plan, attached hereto and hereinafter incorporated as Exhibit B.

**BE IT FURTHER RESOLVED**, that the City Manager is hereby directed to transmit the Reports to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) in the form attached hereto as Exhibits A and B, with minor non-substantive revisions that may be approved by the City Attorney.


Passed and adopted at a regular meeting of the City Council of the City of Pacifica, California, held on the 14<sup>th</sup> day of March 2022.

**AYES**, Councilmembers: Beckmeyer, Bier, Bigstyc, O'Neill, Vaterlaus.

**NOES**, Councilmembers: n/a

**ABSENT**, Councilmembers: n/a

**ABSTAIN**, Councilmembers: n/a

  
Mary Bier (Mar 18, 2022 12:47 PDT)

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Mary Bier, Mayor

ATTEST:



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Sarah Coffey, City Clerk

APPROVED AS TO FORM:



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Michelle Kenyon, City Attorney

**EXHIBIT A**  
**2021 Housing Element Annual Progress Report (APR)**





<b>Jurisdiction</b>	Pacifica	
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	5th Cycle	01/31/2015 - 01/31/2023

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

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

<b>Table B</b>													
<b>Regional Housing Needs Allocation Progress</b>													
<b>Permitted Units Issued by Affordability</b>													
		<b>1</b>	<b>2</b>									<b>3</b>	<b>4</b>
<b>Income Level</b>		<b>RHNA Allocation by Income Level</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total Units to Date (all years)</b>	<b>Total Remaining RHNA by Income Level</b>
Very Low	Deed Restricted	121	-	-	-	-	-	-	-	-	-	-	121
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	
Low	Deed Restricted	68	-	-	-	-	-	-	2	-	-	22	46
	Non-Deed Restricted		-	-	-	-	-	-	20	-	-	-	
Moderate	Deed Restricted	70	-	-	-	-	-	-	2	-	-	8	62
	Non-Deed Restricted		1	1	4	-	-	-	-	-	-	-	
Above Moderate		154	7	12	5	26	14	26	39	-	-	129	25
<b>Total RHNA</b>		<b>413</b>											
<b>Total Units</b>			<b>8</b>	<b>13</b>	<b>9</b>	<b>26</b>	<b>14</b>	<b>26</b>	<b>63</b>	<b>-</b>	<b>-</b>	<b>159</b>	<b>254</b>

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.

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 include units that were permitted since the start of the planning period.

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



# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

<b>Jurisdiction</b>	Pacifica		
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)	
<b>Table D</b>			
<b>Program Implementation Status pursuant to GC Section 65583</b>			
<b>Housing Programs Progress Report</b>			
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.			
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Name of Program</b>	<b>Objective</b>	<b>Timeframe in H.E</b>	<b>Status of Program Implementation</b>
<p><b>Action Program No. 1:</b>            Advertise available grant and loan funding for lower income property owners to rehabilitate substandard housing units.</p>	<p>The City will strive to refer enough residents to ensure two residents will successfully apply for the program each year.</p>	<p>Annually</p>	<p>Advertising is ongoing. The City has observed little interest from residents to apply for housing rehabilitation loans. Additionally, County program staff has indicated that budget reductions have impacted its ability to administer the program, resulting in a lower program capacity to assist Pacifica residents. The City will, however, continue to market the County's rehabilitation program to provide the opportunity to apply to any interested residents.</p>
<p><b>Action Program No. 2:</b>            Reduce potential loss of life and property damage from earthquakes by requiring seismic upgrades (structural strengthening and hazard mitigation) to unsafe buildings, which includes unreinforced-masonry buildings and soft-story buildings (those with ground floors having a lateral stiffness significantly less than that of the stories above).</p>	<p>1) Continue to distribute program literature.            2) Refer five households per year.</p>	<p>1) 12/31/2016: Determine whether development of a mandatory seismic upgrade ordinance and sourcing of sufficient funding to implement upgrades are feasible.            2) 12/31/2017: If feasible, complete enactment of ordinance and implementation of seismic upgrade funding program(s).</p>	<p>1) Reported in 2016 APR.            2) The City has not pursued enactment of an ordinance.</p>



<p><b>Action Program No. 3:</b> Develop programs to help preserve the "at risk" units at Casa Pacifica senior housing complex.</p>	<p>Monitor Casa Pacifica Apartments for any indication of intent to cease participation in the Section 8 program. Formulate a comprehensive response with affordable housing partners to any notice of intent to cease Section 8 participation.</p>	<p>12/31/2018: Contact property owner to inquire about long-term intentions for the site. Due to the length of the current participation agreement (1/31/2015 through 1/31/2020), a single inquiry will suffice during the planning period.</p>	<p>The current participation agreement was extended and shall preserve 102 affordable units through 2025.</p>
<p><b>Action Program No. 4:</b> Encourage preservation of the existing mobile home park as an important source of low- and moderate-income housing.</p>	<p>Monitor mobile home park operator's long-term intentions for the site, encouraging maintenance of the mobile home park use. Administer Ordinance No. 550-C.S. if necessary. Unless development of additional mobile home parks occurs during the planning period, the maximum performance related to this policy would be one mobile home park conversion.</p>	<p>12/31/2017 and 12/31/2020: Contact property owner to inquire about long-term intentions for the site.</p>	<p>The mobilehome park operator intends to operate the site on a long-term basis and has resumed leasing units to residents after completing various site upgrades. The mobile home park is still in operation.</p>
<p><b>Action Program No. 5:</b> Ensure proper marketing of housing affordability programs and groups by partner agencies, including the Reverse Annuity Mortgage (RAM) program, Human Investment Project (H.I.P.) Homesharing Program, Lease-Purchase Program, emergency shelters, Project Sentinel, and Center for the Independence of the Disabled.</p>	<p>Pacifica will change the focus of this goal to staff training and encouragement of partner organizations. City staff will train other staff on available housing referral resources, and will contact partner agencies to determine the level of service they are providing to Pacifica residents. The City has no control over the quantity of persons served by the referral programs, but can monitor the level of service being provided to residents.</p>	<p>1) Bi-annually by 12/31 in 2015, 2017, 2019, and 2021: Conduct training of Planning Division, Code Enforcement Division, and Parks, Beaches, and Recreation staff regarding available housing referral programs, services, and agencies. 2) Bi-annually by 12/31 in 2015, 2017, 2019, and 2021: Contact partner agencies to verify whether they continue to make referrals and cross-referrals to other assistance agencies.</p>	<p>Partner agencies such as Human Investment Project (H.I.P.) continues to market housing affordability programs via the Home Sharing Program where a home provider is matched with a home seeker who pays rent in exchange for performance of household duties for reduced rent.</p>
<p><b>Action Program No. 6:</b> Create a reasonable accommodation program and procedures to allow deviations from zoning standards for projects that improve access for persons with disabilities.</p>	<p>Adopt an ordinance by the end of 2016.</p>	<p>12/31/2016: Enact Reasonable Accommodation Ordinance.</p>	<p><b>COMPLETED</b>  To promote housing opportunities for a person with disabilities, in late 2019 the City established a reasonable accommodation process consistent with Fair Housing Laws in land use, zoning, and building regulations by adopting Ordinance No. 851 in to ensure equal access to housing.</p>

<p><b>Action Program No. 7:</b> Emphasize housing rehabilitation to forestall decline in the housing stock. Utilize government subsidies including Section 8 or other rental assistance programs to enhance owner affordability. Use the Code Enforcement process to refer owners to apply for Community Development Block Grant (CDBG) funds for housing rehabilitation.</p>	<p>Distribute rehabilitation and housing affordability program information to 300 property owners during building code or property maintenance code interactions with City inspectors.</p>	<p>Annually (3-5 referrals)</p>	<p>City staff made one referral for Section 8 housing services during the reporting period.</p>
<p><b>Action Program No. 8:</b> Establish an incentive program for voluntary housing rehabilitation.</p>	<p>Continue implementation of Complete Streets policies. Condition all development approvals to require improvements to infrastructure and multi-modal connectivity. Pursue funding to implement Phase I of the Palmetto streetscape improvements and planning for subsequent phases.</p>	<p>1) 1/31/2015 through 1/31/2023: Condition 80 projects (10 per year) requiring Complete Streets improvements.  2) 12/31/2018: Secure sufficient funding to initiate Phase I improvements under the Palmetto streetscape improvement plan. Enhance the neighborhood quality of the 92 housing units in the vicinity of the streetscape improvements.</p>	<p>1) The City completed two major street connections in the reporting period on Monterey Road to Hickey Boulevard closing a gap of about 100 feet; and 1,400 feet along Palmetto Avenue from Westline Drive.  2) The City completed Phase I improvements to Palmetto Avenue in 2018.</p>
<p><b>Action Program No. 9:</b> Promote Pacific Gas and Electric (PG&amp;E) Company's "Energy Savings Assistance Program."</p>	<p>1) Continue to distribute program literature.  2) Successfully refer 35 households per year.</p>	<p>Annually (32-38 referrals)</p>	<p>1) City staff maintains and distributes program information at the Planning Department counter and by promoting the BayREN "Home Energy Advisor" program, accessible online.  2) The City has not received a report from PG&amp;E regarding the number of its residents participating in the program.</p>
<p><b>Action Program No. 10:</b> Prioritize in-fill mixed-use and residential development on underutilized sites and vacant sites interspersed with developed areas.</p>	<p>Contact two property owners of identified underutilized sites per year to encourage redevelopment with higher density, mixed-use projects.</p>	<p>Annually</p>	<p>The majority of units receiving planning or building permit approvals in 2021 were infill housing developments (68%).</p>

<p>Action Program No. 11: Encourage and facilitate construction of second residential units on properties zoned for single-family residential uses in conformance with existing zoning regulations.</p>	<p>Encourage construction of two second residential units per year, or 16 second units during the planning period. Periodically evaluate the City's second unit zoning regulations and inquire with residents and construction professionals as to the perceived level of difficulty and expense associated with second unit construction. Where perceptions suggest second unit construction is difficult, develop strategies to revise the City's regulations, such as by relaxing second unit parking requirements.</p>	<p>By 12/31 in 2016, 2018, 2020, and 2022: Review and revise, as necessary.</p>	<p>Forty (40) accessory dwelling units (i.e., second residential unit or ADUs) received either a building permit during the 2021 reporting period.</p> <p>The City has observed a significant uptick in interest in accessory dwelling unit construction and in more recent years has received much more building permit applications for such units than earlier reporting periods. The City saw a substantial ADU project in a multi-family apartment complex in 2021.</p> <p>Considering the new state regulations that were enacted in early 2020 and the success of the One-Stop-Shop ADU Program and implementation of the Symbium Building online tool, City staff expects to issue a greater number of building permits for accessory dwelling units in subsequent reporting periods.</p>
<p>Action Program No. 12: Amend Second Unit Ordinance to incorporate updates in state law.</p>	<p>Amend Second Unit Ordinance to comply with state law by the end of 2016.</p>	<p>12/31/2016: Enact amendments to Second Unit Ordinance to conform to state law.</p>	<p>COMPLETED</p> <p>The City Council adopted a new accessory dwelling unit ordinance (Ord. No. 825-C.S.) in 2017 to amend its regulations governing accessory dwelling units to comply with state law.</p> <p>The City Council made additional ADU ordinance amendments in 2021 to implement changes in state ADU law.</p>
<p>Action Program No. 13: Amend Density Bonus Ordinance to reflect updates to state law.</p>	<p>Amend Density Bonus Ordinance to comply with state law by the end of 2016.</p>	<p>12/31/2016: Enact amendments to Density Bonus Ordinance to conform to state law.</p>	<p>The City selected a Housing Element implementation consultant during 2017. The consultant has identified this action program as an item for near-term implementation.</p>
<p>Action Program No. 14: Consider amending the Zoning Ordinance to allow Rooming Houses and Boardinghouses for farmworker housing as a permitted use in the R-3 (Multiple-Family Residential) District.</p>	<p>Consider the zoning amendment and enact amendments if determined desirable and feasible.</p>	<p>1) 12/31/2016: Complete consideration of the amendment. 2) 12/31/2017: Enact amendments to Zoning Code, if determined desirable and feasible.</p>	<p>The City has not pursued enactment of an ordinance.</p>
<p>Action Program No. 15: Amend A (Agricultural) Zoning District to allow farmworker housing.</p>	<p>Amend A zoning district to comply with state law.</p>	<p>6/30/2016: Enact amendments to Zoning Code.</p>	<p>The City selected a Housing Element implementation consultant during 2017. The consultant is currently working on implementation of other action program items. Upon completion of those action programs, City staff will determine the relative priority of this action program compared to other remaining action programs.</p>

<p><b>Action Program No. 16:</b> Amend Zoning Ordinance to allow Emergency Shelters, Transitional and Supportive Housing.</p>	<p>Amend the Zoning Code to create new definitions for emergency shelters, transitional housing, and supportive housing. Create new permitted uses for these types of facilities to clarify their treatment by the City. Create development standards for the establishment and ongoing operations of these facilities.</p>	<p>1) 9/30/2015: Develop and discuss at the Planning Commission potential development standards for emergency shelters, transitional housing, and supportive housing.</p> <p>2) 1/31/2016: Amend the Zoning Code to explicitly permit by-right emergency shelters, transitional housing, and supportive housing.</p>	<p>The City selected a Housing Element implementation consultant during 2017. The consultant has developed a draft zoning ordinance to allow emergency shelters, transitional housing, and supportive housing. City staff will schedule the ordinance for public hearings as soon as resources permit.</p>
<p><b>Action Program No. 17:</b> The City shall initiate contact with developers from the private and nonprofit sectors interested in development opportunities in the City of Pacifica for rental housing affordable to persons with extremely low, very low, and low incomes.</p>	<p>Begin a bi-annual housing developer roundtable hosted by the City to provide factual information on development sites and the City's development process, as well as to demonstrate a strong City commitment to affordable housing development.</p>	<p>By 12/31 in 2016, 2018, 2020, and 2022: Host developer roundtable.</p>	<p>City staff has participated in additional meetings with representatives of the Pacifica School District to discuss the permitting process for the development of affordable housing for school district employees at the former Oddstad School site. A development application was submitted in the 2020 reporting year to develop the site with workforce housing with 70 proposed units.</p>
<p><b>Action Program No. 18:</b> Encourage development of housing for all income levels, including lower income individuals, in suitable areas to meet ABAG's projected housing need.</p>	<p>Update available development site inventory annually to encourage development of housing units to satisfy the City's RHNA.</p>	<p>Annually by 12/31: Post updated inventory on City's website.</p>	<p>The development site inventory found in Table III-1 of the Housing Element remains representative of available development sites within Pacifica.</p>

<p><b>Action Program No. 19:</b> Form a committee to monitor housing trends affecting needs and development, as well as implementation of action programs. Devise strategies to accommodate housing needs that arise during the planning period that the Housing Element does not adequately address.</p>	<p>Form a committee to assert more active oversight in Housing Element implementation. Review the draft Housing Element Status and Annual Progress Report prior to the public hearing and consideration by City Council.</p>	<p>1) 8/31/2015: Establish a Housing Element implementation committee.</p> <p>2) Annually by 6/30: Planning Division staff conducts an internal review of implementation during first-half of year and projected implementation during remaining-half of year.</p> <p>3) Annually between 1/1 and 2/28: Hold a committee meeting to discuss prior year Housing Element implementation and to review the draft Housing Element Status and Annual Progress Report.</p> <p>4) Annually between 3/1 and 3/31: Present the Housing Element Status and Annual Progress Report at a City Council public hearing and seek Council approval and transmittal of the Report to the California Department of Housing and Community Development (HCD) by the April 1 deadline.</p>	<p>1) The City did not establish a Housing Element implementation committee. However, in collaboration with San Mateo County's Home for All Network, the City hosted two community engagement efforts in Pacifica throughout 2019. These highlighted the community's increasing support to allow ADUs, starting with the Home for All Engagement Program. Between February 2019 through May 2019, the City engaged with the public to introduce factual information about the current housing situation affecting the Bay Area region. The public was asked to identify potential solutions which reflect a community's values. One of the potential housing solutions of greatest interest to those attending the Home for All conversations was the establishment of ADUs.</p> <p>2) Planning Division staff conducted an internal review of implementation during the first-half of the reporting period and projected likely implementation activities during the remaining half of the reporting period. City staff focused efforts on assisting homeowners with obtaining permits to constructs ADUs pursuant to Action Program 11 in order to fully implement the City's revised ADU ordinance.</p> <p>3) N/A</p> <p>4) The City will consider the APR at the March 14, 2022 City Council meeting to seek City Council approval and transmittal of the Report by the April 1 deadline.</p>









<b>Jurisdiction</b>	Pacifica
<b>Reporting Period</b>	2021 (Jan. 1 - Dec. 31)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

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

For San Mateo County jurisdictions, please format the APN's as follows:999-999-999

<b>Table H</b>						
<b>Locally Owned Surplus Sites</b>						
<b>Parcel Identifier</b>				<b>Designation</b>	<b>Size</b>	<b>Notes</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>APN</b>	<b>Street Address/Intersection</b>	<b>Existing Use</b>	<b>Number of Units</b>	<b>Surplus Designation</b>	<b>Parcel Size (in acres)</b>	<b>Notes</b>
Summary Row: Start Data Entry Below						

<b>Jurisdiction</b>	Pacifica	
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	5th Cycle	01/31/2015 - 01/31/2023

<b>Building Permits Issued by Affordability Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	2
	Non-Deed Restricted	20
Moderate	Deed Restricted	2
	Non-Deed Restricted	0
Above Moderate		39
<b>Total Units</b>		<b>63</b>

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

<b>Units by Structure Type</b>	<b>Entitled</b>	<b>Permitted</b>	<b>Completed</b>
SFA	0	0	0
SFD	0	3	0
2 to 4	0	0	0
5+	0	44	0
ADU	0	16	5
MH	0	0	0
<b>Total</b>	<b>0</b>	<b>63</b>	<b>5</b>

<b>Housing Applications Summary</b>	
Total Housing Applications Submitted:	3
Number of Proposed Units in All Applications Received:	25
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

<b>Use of SB 35 Streamlining Provisions</b>	
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

**ANNUAL ELEMENT PROGRESS REPORT**  
**Local Early Action Planning (LEAP) Reporting**  
 (CCR Title 25 §6202)

*Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.*

<b>Total Award Amount</b>	\$	150,000.00	<i>Total award amount is auto-populated based on amounts entered in rows 15-26.</i>
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<b>Task</b>	<b>\$ Amount Awarded</b>	<b>\$ Cumulative Reimbursement Requested</b>	<b>Task Status</b>	<b>Other Funding</b>	<b>Notes</b>
Housing Element Update	\$54,500.00	\$0.00	In Progress	Other	
Comprehensive Zoning Ordinance Update	\$95,500.00	\$0.00	In Progress	Other	

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

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

<b>Building Permits Issued by Affordability Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	2
	Non-Deed Restricted	20
Moderate	Deed Restricted	2
	Non-Deed Restricted	0
Above Moderate		39
<b>Total Units</b>		<b>63</b>

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	0
Above Moderate		5
Total Units		5

**EXHIBIT B**  
**2021 GENERAL PLAN ANNUAL PROGRESS REPORT (APR)**

# ANNUAL REPORT ON IMPLEMENTATION OF THE CITY OF PACIFICA GENERAL PLAN FOR CALENDAR YEAR 2021

The discussion below is intended to comply with the requirements of Government Code § 65400(a)(2) for reporting on the status of the General Plan and progress in its implementation. Progress on implementation of the Housing Element of the General Plan is included in a separate report in the format required by the California Department of Housing and Community Development.

The City Council provided an opportunity for public comment on the below report and adopted Resolution No. 14-2022 approving the report at a regular meeting open to the public on March 14, 2022.

## ***Circulation Element***

- Policy No. 2: *Encourage residents to use SamTrans.*  
Policy No. 7: *Encourage SamTrans and other public transportation to provide improved transit and street maintenance of their routes.*

City staff has engaged with SamTrans staff as part of the Reimagine SamTrans process to update bus routes to improve the level of service in Pacifica. The City Council also received a presentation from and provided input to SamTrans staff at the City Council meeting on May 10, 2021.

- Policy No. 13: *Maintain and upgrade local streets.*

The City paved 298,000 square yards of local streets in 2021, equivalent to approximately 46.5 football fields. This comprised approximately 11 miles of local streets and 12 percent of the City's local street network.

- Policy No. 15: *Promote orderly growth in land uses and circulation.*

The Planning Commission held more than a dozen public hearings to review development projects and to review General Plan consistency of the City's annual Capital Improvement Program (CIP).

## ***Conservation Element***

- Policy No. 1: *Conserve trees and encourage native forestation.*  
Policy No. 3: *Protect significant trees of neighborhood or area importance and encourage planting of appropriate trees and vegetation.*

The City initiated an update to its Heritage Tree Protection Ordinance and conducted a joint study session with the Planning Commission, Parks, Beaches and Recreation (PB&R) Commission, and Beautification Advisory Committee (BAC) on September 28, 2021.

- Policy No. 5: *Local year-round creeks and their riparian habitats shall be protected.*

The Public Works Department conducted its annual creek maintenance program to remove debris from creeks in Pacifica prior to the rainy season.

### ***Open Space Element***

- The City's Open Space and Parkland Advisory Committee met monthly to consider and advise the City Council on matters related to open space areas in Pacifica.

### ***Noise Element***

- Policy No. 1: *Work with other agencies, airports and jurisdictions to reduce noise levels in Pacifica created by their operations.*

City Council representatives participated in the Airport Community Roundtable to engage with the Federal Aviation Administration (FAA) and San Francisco International Airport representatives on airport noise issues affecting the City.

### ***Historic Preservation Element***

- Policy No. 1: *Conserve historic and cultural sites and structures which define the past and present character of Pacifica.*
- Policy No. 2: *Consider creative alternatives, which may include uses other than the original use, to protect and preserve historic sites and structures.*
- Policy No. 4: *Encourage all public agencies to continue and increase their support for local historic sites of County, State and National significance in Pacifica.*

The Planning Commission granted a temporary use permit to allow the storage and restoration of Ocean Shore Railroad (OSRR) Car No. 1409, one of the only known remaining railcars from the Ocean Shore Railroad that operated in Pacifica in the early 20<sup>th</sup> Century.

### ***Community Design Element***

- Policy No. 5: *Require underground utilities in all new development*

All developments approved by the Planning Commission included a standard condition of approval to require utilities be installed underground from their point of connection to the development served.

### ***Community Facilities Element***

- Policy No. 4: *Meet basic social needs of City residents, such as transportation, housing, health, information and referral services, and safety, consistent with financial constraints.*



The City's Meals on Wheels program delivered 29,928 meals to program clients. In addition, the Community Center congregate meal (i.e., dine-in) and grab-and-go programs served 49,633 meals to program participants.

### ***Land Use Element***

- Policy No. 1: *The Pacifica General Plan Map and text shall establish a land use classification for the entire City and its Sphere of Influence.*
- Policy No. 2: *The Zoning Ordinance shall apply Zoned District status to all land within the City consistent with the General Plan policies.*

The City maintained a General Plan that applied a land use designation for the entire City and its Sphere of Influence. The City also maintained a Zoning Ordinance including a zoning map that applied a zoning classification to all land within the City consistent with General Plan policies.

### ***Safety and Seismic Safety Element***

- Policy No. 2: *Support continuing public awareness of hazards by providing citizens with hazard information, results of studies, emergency procedures and alternatives. When appropriate, buyers shall be notified of geotechnical uncertainties or potential risks and costs.*

The City Council adopted an updated Multi-jurisdictional Local Hazard Mitigation Plan (MHLHMP) on November 22, 2021. The MHLHMP identifies potential hazards affecting the City of Pacifica and serves as an informational tool for residents and City staff.

- Policy No. 9: *Provide and publicize a Citywide emergency communications system.*

The Police Department webpage includes information on signing up for the SMC Alert system ([www.smcalert.info](http://www.smcalert.info)).

- Policy No. 10: *Emphasize fire prevention measures.*
- Policy No. 11: *Code enforcement shall be an important City function.*
- Policy No. 12: *Encourage commercial and residential code compliance.*

The City's code enforcement officer and building official perform investigative and enforcement services in relation to complaints of residential and commercial code violations. In 2021, the code enforcement officer initiated 293 formal code enforcement cases and many other informal contacts with property owners to address code compliance. Additionally, the Fire Department conducts annual inspections of commercial and multi-family residential properties for compliance with applicable Fire Code requirements.

### ***Scenic Highways Element***

- There was no reportable action on implementation of the Scenic Highways Element.









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Final Audit Report

2022-03-18

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