

APPENDIX D:
REVIEW OF THE 2015-2023
HOUSING ELEMENT PERFORMANCE

TOWN OF PORTOLA VALLEY EXISTING HOUSING ELEMENT EVALUATION

Housing Element Program Name/ Number	Program Description and Objective	Timeframe and Achievements	Program Evaluation and Recommendation
Program 1: Inclusionary Housing	<p>The intention is to revise the program to require that developers build the housing units when one or more units would be required under the inclusionary housing program. As part of this revision, the percentage of lots required for below market rate housing may need to be reduced. The percentage should be based on a nexus study for affordable housing, such as the study underway through the 21 Elements process in San Mateo County. With the nexus study results, the town could also consider a housing impact fee. In developing the revisions to this program, the town will consult local developers and builders, and others experienced in the provision of affordable housing, to ensure that the requirements are realistic and that the program includes appropriate incentives.</p> <p><i>Objective: Amend the inclusionary housing program to make it more effective.</i></p>	Timeline: 2016, Ongoing	<p>Retain.</p> <p>The Town Council adopted the Housing Strategic Plan in 2016 and the implementation is ongoing. At that time, Council postponed additional work on the inclusionary housing program to ensure the approach was comprehensive in light of other housing efforts. In late 2018, Council formed a Subcommittee to discuss the potential changes to the inclusionary housing program and how to use the existing funds. That work was postponed by the Covid-19 pandemic. The Town Council recognized that the increase in the Town's RHNA for the 2023-2031 Housing Element Update would be significant and that more broad housing solutions would be necessary to meet the Town's housing obligations in coming years. Updates to the inclusionary housing program and use of the available funds have been considered and include with the Housing Element Update.</p>
Program 2: Affiliated Housing	<p>The town will continue to work with the owners of these three properties to allow and encourage housing to be built on the sites. Eleven additional housing units are approved for the Priory under the current Master Plan, of which seven units would be for households with moderate or low incomes. The Priory has indicated that they intend to construct the units in phases and expect all of the units to be built by 2022. The town has also started discussions with the Sequoias to encourage employee housing at the site, and they are moving forward internally to consider the options. Stanford University has no plans for their site at this time. During the planning</p>	Timeline: Ongoing	<p>Retain and modify.</p> <p>Priory School completed construction of six units of housing in 2021. Stanford submitted a 39-unit housing project (inclusive of 12 BMR units) for the Wedge Property. Staff is having communications with The Sequoias is also interested in developing 23 units (18 senior and 5 workforce housing units) in the 6th Housing Cycle. The Town Council is expanding the Affiliated Housing Program to add Ladera Church, Christ Church, and the Town itself with the Housing Element Update.</p>

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	<p>period, however, the town will look more closely at the development standards and density for the Stanford Wedge in particular to ensure that they are appropriate. The town will continue to contact all three owners on a regular basis and assist them with any potential plans for providing housing.</p>		<p>Currently, the Affiliated Housing Program is implemented through the Housing Element. With this update, the Municipal Code will be updated with the process and parameters of the Affiliated Housing Program, including development standards and affordability requirements.</p>
<p>Program 3: Second Units (Accessory Dwelling Units)</p>	<p>Second units provide most of the affordable housing in town and are the only type of affordable housing that can be produced in Portola Valley by market forces without a significant subsidy. Second units are particularly appropriate for Portola Valley because of their compatibility with the rural nature of the town and their ability to directly serve the need for affordable housing. 2482a To strengthen the second unit program, Portola Valley proposed three amendments to its zoning ordinance in addition to the changes made to implement previous housing element programs.</p> <p><i>Objective: Amend the zoning ordinance to encourage second units. Monitor the program and take additional steps to increase second unit production if necessary.</i></p>	<p>Timeline: 2015, Ongoing</p> <p>Initial amendments were completed in 2015 continue to have ongoing updates.</p>	<p>Completed. Replace with new ADU Programs.</p> <p>Town Council approved the amendments outlined in the Housing Element in 2015. Additional amendments were adopted in compliance with 2017 State law changes. In 2017, the Town received a grant from Home for All to conduct community workshops on housing topics, which were held in 2018. Accessory Dwelling Units became a focus of that effort. In fall of 2018, additional zoning code amendments were considered to further encourage ADUs and allow ADUs in all zoning districts. The ordinance was adopted in early 2019. In 2021, the Town adopted another set of amendments for compliance with State law.</p>
<p>Program 4: Shared Housing</p>	<p>As discussed in the section on housing characteristics, homes in Portola Valley tend to be large. For older residents who want to remain in their homes, maintaining a large home while living on their own may be difficult. One option would be to convert a portion of a home to a second unit. Another option would be to simply find someone else to share the house.</p> <p>The Human Investment Project for Housing (HIP Housing) is a nonprofit organization that conducts a program in San Mateo County to match housing “providers” with housing “seekers.” Rents are established on a case-by-case basis and can sometimes be partly defrayed by</p>	<p>Timeline: Ongoing</p>	<p>Retain and modify.</p> <p>HIP has attended the Farmer’s Market. Staff shares publicity materials through the website and online forum. Staff plans to include HIP in upcoming events related to housing.</p>

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	<p>services. Although Portola Valley is currently in the area served by HIP Housing, there is no formal arrangement with the organization. Portola Valley will continue to work with the organization to increase publicity about its service in the town</p> <p><i>Objective: Continue to work with HIP Housing to improve publicity of its home-sharing program to residents and employees.</i></p>		
Program 5: Fair Housing	<p>Project Sentinel handles complaints of discrimination in the sale or rental of housing and in the mediation of tenant/landlord disputes in Portola Valley under the terms of a contract with San Mateo County. Information on this program will be posted or otherwise made available at Town Hall and the library, and on the town's website.</p> <p><i>Objective: Publicize the program by continuing to provide brochures or post information sheets at Town Hall, the library and on the town's website.</i></p>	Timeline: Ongoing	<p>Retain and modify.</p> <p>Staff continues to ensure information on Project Sentinel is readily available on the website.</p>
Program 6: Energy Conservation and Sustainability	<p>The Town has had a number of regulations that encourage energy conservation for years. These include permitting solar installations, utilizing subdivision regulations that protect solar access, and supporting energy efficient design. In addition, most new development is clustered, which reduces impacts on the land. The town also requires native landscaping, which reduces the need for both water and energy. All of these policies and regulations will continue.</p> <p><i>Objective: To continue existing green and energy conservation measures, revise them when necessary, and implement new programs in accordance with the</i></p>	Timeline: Ongoing.	<p>Retain.</p> <p>Town Council approved the Green Building Ordinance in 2017 and staff has been reviewing applications for compliance since it went into effect. The Council is currently considering additional updates to the Green Building Ordinance.</p>

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Program 7: Explore Future Housing Needs and Potential Housing Programs	<p><i>Sustainability Element and the town's future Climate Action Plan.</i></p> <p>During the housing element update process, the town identified a need for a longer-range “vision” for housing in Portola Valley. This program therefore calls for the town to examine its likely housing needs beyond 2022, with the results potentially serving as a foundation for the next housing element update.</p> <p><i>Objective: To analyze the town's housing needs and trends, explore a commercial affiliated employee housing program, identify potential uses of money in the town's in-lieu housing fund, and examine other potential programs as appropriate to meet the town's future needs. The results of this program will help to create a foundation for the 2022 housing element update.</i></p>	Timeline: Ongoing	<p>Completed.</p> <p>In 2016, the Council adopted the Housing Strategic Plan with six strategies. In 2018-2019, the Town held three community wide meetings with Home for All (Countywide housing advocates). In 2019, the Ad Hoc Housing on Town-Owned Property Committee reviewed properties owned by the Town that may be suitable for housing and reported back to Council. That process was valuable and resulted in a list of sites that have been used in the Housing Element Update process. Council Subcommittees continued to meet on housing topics. Communications with residents on housing topics remained high during 2020 and 2021.</p>
Program 8: Transitional and Supportive Housing Ordinance Amendment	<p>Due to clarifications of California law relative to transitional and supportive housing, the Town's municipal code needs to be amended so that it is fully compliant. In order to comply, sections 18.12.010, 18.14.020, and 18.16.020 which list the permitted uses in the residential zoning districts (the R-E, R-1, and M-R districts), need to be amended so that they no longer restrict the number of persons in transitional and supportive housing when those types of housing are located in single family homes.</p> <p><i>Objective: Amend the zoning ordinance to fully comply with State law relative to transitional and supportive housing.</i></p>	Timeline: 2015	<p>Will be completed before the end of the Housing Element Cycle</p> <p>The Transitional and Supportive Housing Code amendments have been drafted and will be reviewed by the Planning Commission and Town Council in summer 2022. In December 2021, the Town approved a Supportive Housing project with 11 units for adults with developmental delays.</p>