

A G E N D A

Technical Advisory Committee #6

Thursday, December 18, 2008

10:00 am – 12:30 pm

SamTrans Auditorium (2nd Floor), 1250 San Carlos Avenue, San Carlos

- | | | |
|----------|------|---|
| 10:00 am | I. | Welcome, Introductions and Meeting Purpose <ul style="list-style-type: none">A. Welcome and IntroductionsB. Agenda Overview |
| <hr/> | | |
| 10:15 am | II. | Status Report <ul style="list-style-type: none">A. Brief Overview of Completed Products<ul style="list-style-type: none">(1) Surveys – Zoning Survey Summary(2) Website – Civic Engagement Tab, Schedule of Meetings, Contact Information See Page 1 below(3) Section 8 Voucher Demographics See Page 4 below(4) Outreach – Newsletter See Page 5 below(5) Policies and Programs – Second Units, (See Page 11 below) Senior Housing (See Page 20 below)B. Timeline, Updating Products, Check-in<ul style="list-style-type: none">(1) Project Schedule(2) Progress to Date(3) Upcoming Tasks |
| <hr/> | | |
| 11:00 am | III. | Special Topics <ul style="list-style-type: none">A. Guest Speakers – Emily Avery from Grand Boulevard Initiative and Greg Richane from Housing Leadership Council.B. HCD Relations – ToursC. SB 2 - InterfaithD. Additional Housing Element Related Topics - SB 375, Projections 2009 |
| <hr/> | | |
| 12:15 pm | V. | HCD Questions and Answers |
| 12:30 pm | | <i>Close of TAC Meeting #6</i> |

21 Elements — San Mateo Countywide Housing Element Update
Outreach Organizations Contact List
12/11/08

TAC 6 Packet



Organization	Contact	Address	Phone, Email
ACORN	David Sharples	405 Grand Avenue, Suite 200 South San Francisco, CA 94080	(650) 588-2100 caacornsmro@acorn.org
Center for the Independence of the Disabled	Kent Mickelson Executive Director Alexa Johanson	1515 S. El Camino Real San Mateo CA 94402	(650) 645-1780 kentm@cidbelmont.org alexa@cidsanmateo.org
Childcare Coordinating Council of San Mateo County	Laura Walker, CEO	2121 S. El Camino Real, Suite A-100 San Mateo, CA 94403	Phone: (650) 655-6770 Email: lwalker@sanmateo4cs.org
Committee for Green Foothills	Lennie Roberts	339 La Questa Drive Portola Valley, CA 94028	650-854-0449 Lennie@greenfoothills.org
Grand Boulevard Initiative	Emily Avery	San Mateo County Transit 88- 2100 District 1250 San Carlos Ave. San Carlos, CA 94070	(650) 508-6327 averye@samtrans.com
Greenbelt Alliance	Michele Beasley South Bay Field Representative	1922 The Alameda, Suite 213 San Jose, CA 95126	(408) 983-0856 mbeasley@greenbelt.org
Health and the Built Environment	Angela Sajuthi Community Program Specialist II	San Mateo County Health Department, Health Policy and Planning 225 37th Avenue San Mateo, CA 94403	asajuthi@co.sanmateo.ca.us
HIP Housing	Bruce Hamilton Executive Director	364 S. Railroad Avenue San Mateo CA 94401	(650) 348-6660 bhamilton@hiphousing.org

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Organization	Contact	Address	Phone, Email
Housing Endowment and Regional Trust (HEART)	Chris Mohr	139 Mitchell Ave, Suite 108 South San Francisco, CA 94080	(650) 872-4444 cmohr@heartofsmc.org
Housing Leadership Council	Greg Richane Program Manager	139 Mitchell Avenue South San Francisco, CA 94080	(650) 872-4444 grichane@hlcsmc.org
Mental Health Association of San Mateo County	Melissa Platte Executive Director	2686 Spring Street Redwood City, CA 94063	(650) 368-3345 x 136 melissap@mhasmc.org
Mid-Peninsula Housing Coalition	Nevada Merriman Project Administrator	303 Vintage Park Drive, Suite 250 Foster City, CA 94404	650-356-2915 nmerriman@midpen-housing.org
League of Women Voters - South County	Patty Boyle Chair, Housing Committee	510 Sand Hill Circle Menlo Park, CA 94025	(650) 854-4046 p.boyle@earthlink.net
League of Women Voters – North Central San Mateo County	Betty Bernstein Chair, Housing Committee	204 W. Poplar Avenue San Mateo CA 94402	(650) 343-9137
Planning and Conservation League & PCL Foundation	Mindy McIntyre Water Program Manager	1107 9th Street, Suite 360 Sacramento, CA 95814	(916) 444-8726 mmcintyre@pcl.org
Sierra Club Loma Prieta Chapter Office	Melissa Hippard	3921 East Bayshore Road, Suite 204 Palo Alto, CA 94303	Phone: (650) 390-8414 Fax: (650) 390-8497 melissa.hippard@sierraclub.org
Sustainable San Mateo County	Tina King Education & Outreach Director	177 Bovet Road, Suite 600 San Mateo, CA 94402	(650) 638-2323 tina@sustainablesanmateo.org
Threshold 2008	Greg Greenway Executive Director	950 Tower Lane, Suite 1900 Foster City, CA 94404	(650) 655-5851 threshold1510@yahoo.com

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Organization	Contact	Address	Phone, Email
TransForm	Ann Cheng Senior Planner	405 14th Street, Suite 605 Oakland, CA 94612	(510) 740-3150 ann@TransFormCA.org
Urban Habitat	Sheryl Lane	436 14th St. # 1205 Oakland, California, 94612	(510) 839-9510 Sheryl@urbanhabitat.org
West Bay Housing	David Brigode Senior Project Manager	1388 Sutter Street, Suite 603 San Francisco CA 94109	(415) 618-0012 x 202 David@westbayhousing.org

Households in San Mateo County holding federal rental assistance vouchers through the Housing Authority

8-Dec-08

City	Total Households	Elderly / Disabled			Ethnicity			Race				
		Disabled	Elderly	Elderly & Disabled	Hispanic	Non-Hispanic White	Non-Hispanic Other	White	Black / African American	Asian	Native Hawaiian / Other Pacific Islander	American Indian or Alaskan Native
Atherton	1	1	0	0	0	1	0	1	0	0	0	0
Belmont	102	65	14	5	20	60	22	80	19	3	0	0
Brisbane	15	2	2	1	3	6	6	8	5	1	1	0
Burlingame	104	48	28	6	20	56	28	74	11	11	2	6
Colma	23	2	10	1	7	4	12	11	9	2	0	1
Daly City	627	118	163	27	149	132	346	272	215	119	14	7
East Palo Alto	466	111	65	14	62	41	363	99	348	7	10	2
Foster City	67	10	42	7	5	38	24	43	12	12	0	0
Half Moon Bay	69	2	60	0	9	54	6	62	1	4	0	2
Hillsborough	0	0	0	0	0	0	0	0	0	0	0	0
Menlo Park	235	50	58	10	70	38	127	107	119	4	2	3
Millbrae	69	13	13	2	15	23	31	37	10	20	2	0
Pacifica	208	45	107	20	34	125	49	157	29	16	4	2
Portola Valley	0	0	0	0	0	0	0	0	0	0	0	0
Redwood City	570	257	118	46	126	269	175	392	146	21	5	6
San Bruno	309	84	84	20	99	118	92	210	57	36	3	3
San Carlos	79	42	16	4	19	44	16	63	12	4	0	0
San Mateo	687	227	224	55	161	159	241	425	176	66	15	5
South San Francisco	571	117	172	23	171	271	255	322	148	85	12	4
Woodside	0	0	0	0	0	0	0	0	0	0	0	0
County (Unincorporated)	49	20	11	5	22	15	12	37	11	1	0	0
Total Households	4251	1214	1187	246	992	1454	1805	2400	1328	412	70	41
	100%	29%	28%	6%	23%	34%	42%	56%	31%	10%	2%	1%

Notes:

Total number of households excludes "port-in" households that hold vouchers from other Housing Authorities

Designation of elderly or disabled household status is based on head of household.

A household with status as both disabled and elderly is counted in all three columns: disabled, elderly, both.

County (Unincorporated) includes El Granada, Montara and North Fair Oaks

Prepared by Housing Authority of County of San Mateo for the 21 Elements project

[City Seal]

Housing Element Update

City of [Name]

Winter
2008

What is the Housing Element?

The Housing Element is the blueprint for future housing development in the city. It includes goals, policies, and programs that direct residential decision-making. State law requires that local governments update their Housing Element approximately every eight years.

Housing Elements must:

- **Evaluate** existing housing policies and programs.
- **Conduct a needs assessment** based on local demographics and housing conditions.
- **Develop goals, objectives and policies** defining the community's position on various housing issues and setting measurable targets for meeting housing needs.
- **Develop an inventory of potential sites** where housing may be constructed.
- **Analyze any obstacles or constraints** to housing production in the community.
- **Create an action plan** identifying policies and programs the community will implement to achieve its housing objectives.



IMAGE 1

In San Mateo County, housing matters - not just for residents and property owners, but for local stores, schools, businesses, emergency services and non-profit organizations.

Housing is an issue in which we are all stakeholders. The quality and availability of housing affects the health of our communities and the health of our economy.

The City of [name] is currently engaged in its Housing Element Update. To ensure the accuracy and success of the update process, the City needs your input. This brochure explains the Housing Element Update and introduces some of the issues and questions which we all need to consider.

While it is required by the State, the Housing Element Update is a local document with a local impact.

It is a chance for us to think strategically about housing in [City], to consider our changing communities, and to plan how to best meet their needs. It is an opportunity to evaluate existing policies, and prepare to meet future challenges.

Working together, our aim is to ensure the provision of decent and affordable housing for all members of our community.



IMAGE 2

[City] Snapshot

Summary of Population,
Employment and Housing Trends

City	County
Population (2008)	
999	718,304
Expected Population (2020)	
999	800,7000
Number of jobs (2005)	
999	337,350
Number of employed residents (2008)	
999	365,541
Median household income (2008)	
999	\$95,000
Housing Units (2008)	
999	264,385
Average household size (2008)	
999	2.78
Median home sales price (2007)	
999	N/A
Median advertised rent for a 2-bed-room 1-bath apartment (2008)	
999	\$1,844
Vacancy rate (2008)	
999	1.88%

What is Affordable Housing?

Having quality, affordable housing choices for all members of the community is crucial to the well-being of [City's] residents and to the local economy. In fact, adequate workforce housing is often one of the top priorities for local businesses.

For the purposes of the Housing Element, affordable housing refers to housing that a lower income family can afford, without paying more than 30 percent of their income in rent or to



IMAGE 3

their mortgage. For example, a family of four earning \$66,250 could afford to spend \$1,656 per month on housing without overpaying.

Housing Costs in San Mateo County

Due to high housing costs in San Mateo County, many families spend more than the recommended 30 percent of their income on housing. Twenty one percent of [City] households spend in excess of 30 percent on housing and another 11 percent spend more than 50 percent. These high costs are a particular burden for seniors and low income families.

Table 1 at right illustrates the percentage of families that are paying more than 50 percent of their income for housing. People paying more than 50 percent of their income are especially likely to be displaced or become homeless.

Ensuring Affordable Housing

Between 2007 and 2014, the City of [name] is required by the

State to provide the opportunity for a total of 1,312 housing units to be built and affordable at the income levels listed in Table 2.

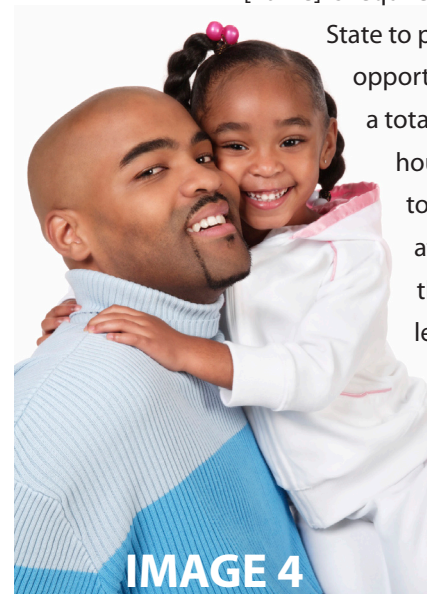
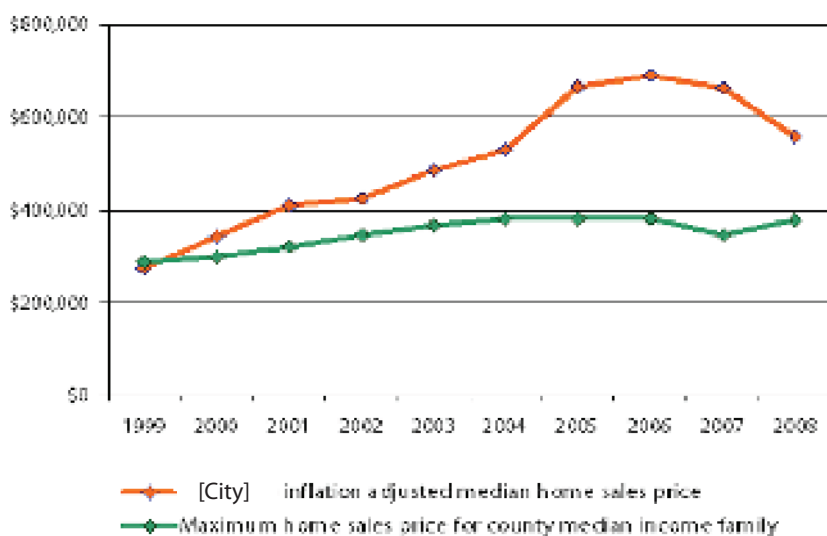


IMAGE 4

MEDIAN HOME SALES PRICE IN [CITY] (1999-2008)



WHAT CAN RESIDENTS AFFORD?

The amount that residents can afford to spend on housing depends on their income. Specifically, federal guidelines suggest that people not spend more than 30 percent of their earnings on rent or mortgage, including utilities.

The table to the right illustrates what is a monthly affordable housing payment for different employed residents based on their incomes.

TAC 6 Packet Average Salaries (2008)

	Annual Salary	Affordable Monthly Housing Cost
SINGLE WAGE EARNER		
Senior on Social Security	\$15,000	\$375
Retail Sales Person	\$29,049	\$726
Postal Service Clerk	\$45,635	\$1,141
Middle School Teacher	\$64,256	\$1,606
Accountant	\$76,058	\$1,902
Physician Assistants	\$81,576	\$2,039
Civil Engineer	\$94,836	\$2,371
Lawyer	\$145,600	\$3,640
TWO WAGE EARNER HOUSEHOLDS		
Retail Sales Person and Graphic Designer	\$95,305	\$2,383
Accountant and Middle School Teacher	\$140,314	\$3,508



TABLE 1: PERCENT OF FAMILIES PAYING MORE THAN 50% OF INCOME FOR HOUSING IN [CITY]

Income Category ¹	Elderly ²		Small Families ³		Large Families ⁴		Source: CHAS 2000
	RENTERS	OWNERS	RENTERS	OWNERS	RENTERS	OWNERS	
Extremely Low Income (up to \$33,950)	0%	0%	0%	0%	0%	0%	<ol style="list-style-type: none"> Income category based on county median income (2008) - \$95,000 Elderly is defined as 62 years old and over and 1 or 2 person household Small families is defined as 2-4 related individuals Large families is defined as 5 or more related individuals
Very Low Income (\$33,951 - \$56,550)	0%	0%	0%	0%	0%	0%	
Low Income (\$56,551 - \$90,500)	0%	0%	0%	0%	0%	0%	

TABLE 2: HOUSING NEED BY INCOME LEVEL

	Number of Allocated Housing Units	Estimated Maximum Sale Price of Home*	Estimated Rent or Housing Cost (monthly payment)	* Based on the following assumptions: 6.5% interest rate, 30-Year Fixed loan, 20% downpayment, 1% property tax and no additional monthly payments or funds available.
Extremely Low Income (up to \$33,950)	0	\$167,825	\$849	
Very Low Income (\$33,951 - \$56,550)	0	\$167,825 - \$279,601	\$849 - \$1,414	
Low Income (\$56,551 - \$90,500)	0	\$279,601 - \$447,443	\$1,414 - \$2,263	
Moderate Income (\$90,501 - \$114,000)	0	\$447,443 - \$563,610	\$2,263 - \$2,850	
Above moderate (\$114,000 +)	0	\$563,610 +	\$2,850 +	

The San Mateo County Housing Element

Update Kit, otherwise known as “21 Elements”

is a collaboration between cities, towns and county. Together, we are developing a variety of tools that can be used to assist jurisdictions in their Housing Element Update process.

This collaboration intends to strengthen local partnerships and address housing needs throughout the county.



Questions for you to consider

Over the past five years, how has the housing situation in [City] affected you, your family, and your friends?

What housing developments in [City] do you like or dislike and why?

How will or should emerging environmental issues such as energy costs and global warming affect the location and type of future housing?

Your input on the Housing Element Update is important.

**To learn more,
call the Planning Division
at (xxx) xxx-xxxx,
email xxx@xxx ,
or write to the address below.**

What type of housing options would seniors prefer? How about young adults and families? Can [City] provide these choices?

Who should affordable housing be for in [City]?

What messages about housing would you like to give to key decision makers?

City of [Name], Planning Division
Address Line 1
Address Line 2
Telephone



Newsletter Request Form

Outreach Material
November 24, 2008

1. Name of Jurisdiction:**2. Logo**

Would you like your city/town logo to appear in the header bar? If so, please provide.

3. Images

Would you like to substitute any of the images with your own?

If so, please send your image(s) and indicate which they are to replace:

Please use this form if you would like a customized newsletter for your jurisdiction. Return to Joshua Abrams at abrams@bdplanning.com. Please call 510.658.2827 with questions.

Photo Number	Name of Replacement File (if appropriate)
Photo 1	
Photo 2	
Photo 3	
Photo 4	
Photo 5	
Photo 6	
Photo 7	
Photo 8	

4. Contact Details

Please provide any contact details you wish to appear on the back page

Department name	
Email	
Address	
Telephone number	
Other contact information	

5. Upcoming Meetings Is there an upcoming meeting or participation opportunity you would like advertised on the back page of the brochure? If so, please provide details:

6. Text/Data

Would you like to provide your own introductory text? (to substitute paragraph beginning "Housing matters..." on page 1). See attached word document for an editable version of the current intro text. (No more than 180 words)

7. Timeline

When do you need the material by?

8. Other

Do you have any other comments or questions?

Second Units Memo

Best Practices and Sample Housing Element Language

November 20, 2008

Overview

This memo provides ideas and direction for jurisdictions that want to update or improve their second unit ordinance and offers guidance for writing the second units section of the Housing Element. It is divided in two parts, with Section One concentrating on best practices and Section Two focusing on language for the Housing Element update. Please also see the report *Second Units in San Mateo County* for more information about affordability and use patterns, available at

http://www.21elements.com/Download-document/230-Second-Units-in-San-Mateo-County_draftfinal

This memo provides best practices and sample Housing Element text. See HCD's Building Blocks Memo on Second Units for more information
<http://www.21elements.com/Download-document/104-Second-Units-HCD-Building-Blocks-Memo>

Section One – Best Practices

Possible New Ideas — Increased Marketing

Provide marketing and education assistance to homeowners — (a) emphasize the benefits of second units; (b) inform residents of the new second unit development standards and approval process; and (c) inform residents of the need for affordable housing in the community and the unique contribution of second units toward meeting this need and fulfilling state requirements.

Mechanisms include:

- (1) Mailings to all owners.
- (2) Website.
- (3) Newspaper.
- (4) Other media.
- (5) Community meetings.

Possible New Ideas — Technical Assistance

- (1) Provide technical assistance and technical advice, low-interest loans (tied to term of loan and affordability), and other incentives to encourage well-designed second units that meet standards.
- (2) Designate a staff person as a second unit coordinator to streamline process for owners and ensure that a maximum number of units are being considered and appropriately reviewed.
- (3) Provide tenant-matching services with schools, public safety departments, and local businesses.
- (4) Consider utilizing affordable housing funds to assist owners in making required upgrades in exchange for rental restriction.
- (5) Set-up “How To” workshops to provide training for homeowners, architects and builders.

Possible New Ideas — Incentives

- (1) Reduce per unit fees in recognition of their small size.
- (2) Reduce or waive development standards and/or fees in exchange for rent restriction agreement.
- (3) Differentiate level and/or number of variances or waivers for acceptance of Low and Very Low rent restrictions.
- (4) Utilize affordable housing funds to assist owners in making required upgrades in exchange for rental restriction.
- (5) Remove owner-occupancy requirement.
- (6) Allow for off-site or on-street parking, or tandem parking.
- (7) Work with other agencies to reduce hook-up or other fees for second units. (For example, the Marin Municipal Water District has allowed a 50% reduction in fees for second units when deemed affordable by a 10-year deed restriction.)

Possible New Ideas — Allow or Require New Second Units in New Subdivisions

In recent years, some developers in the Bay Area have included a percentage of second dwelling units in new single family subdivisions. When they are designed in with the subdivision, concerns about traffic, privacy, etc. are taken care of as part of the subdivision design. The Housing Element proposes that new subdivisions be encouraged to incorporate a substantial portion of new second units in future subdivisions over 10 units in size.

Possible New Ideas — Amnesty Program

“Amnesty Programs” permit owners of illegal second dwelling units to come forward during a certain time period and legalize their units. A handful of cities in California have implemented such programs.

The most successful program, in terms of legalizing and upgrading such units, was in Daly City. In this program, there was a conscientious effort to reduce and clearly define the standards which would need to be met and to find ways for the units to meet those standards (such as allowing required onsite parking to be located in widened driveway areas). The primary objective was to improve the health/safety conditions within these units where people were living, and nearly all units were upgraded. There was strong political support for the program and a major marketing effort — to inform people about the program and to convince them to come in. All owners were provided with a brochure that described the exact standards which would need to be met, and offered substantially reduced fees to voluntarily come in. There was also wide press coverage and door-to-door efforts by volunteers.

Other programs have had different objectives and have resulted in fewer units being legalized. In some cases, the amnesty program sets standards which either can't be met, or adds more restrictions, or requires the owner to obtain Use Permits — all of which may discourage owners from coming in voluntarily.

It is clear from Daly City's example that a high percentage of these units are likely to have health and safety violations that put tenants at risk. Amnesty Programs provide an opportunity to substantially reduce these problems and provide additional lower cost legal units in a tight housing market. Even without Amnesty Programs, illegal units are discovered routinely, and cities must deal with either legalizing these units or eliminating them. Providing standards and processes that make it easier for new small second units to be permitted would also make it easier for illegal units to be legalized and upgraded. (See website for an example of an amnesty program from Marin County. <http://www.21elements.com/Download-document/261-Amnesty-Program-for-Second-Units-Fact-Sheet>)

Section Two – Sample Housing Element Language

Overview

A second dwelling unit is a small apartment unit located on the same lot as a single family home, often located in single family neighborhoods. Some examples include basement apartments, converted garages, au pair suites and small freestanding buildings.

This sample text is intended as a starting point. There are numerous opportunities for jurisdictions to customize and improve what is provided, and jurisdictions are strongly encouraged to do this. The use of brackets [] highlight material that may need attention/customization. It may be helpful to do a "find" for the bracket symbol to make sure you catch all of the notes. A good starting point is to do a find/replace for [Name of Jurisdiction] and put in your jurisdiction's name.

To build on past successes, [Name of Jurisdiction] will make the following changes to our second units program. [Put in an overview here. Explain in more detail below.]

- [New policy/program 1]
- [New policy/program 2]
- [New policy/program 3]

We believe these changes will make it easier for homeowners to add second units, and therefore increase their supply/quality.

[Name of Jurisdiction] anticipates that second units will meet some [all] of our housing need. Second units provide valuable diversity to our housing stock, and are encouraged in [Name of Jurisdiction]. Based on recent trends and surveys conducted throughout the county, [Name of Jurisdiction] believes we will create the following units:

Add in personalized introduction material as appropriate.

Chart xxx. Number of Units

Extremely Low
Income
Very Low Income
Low Income
Moderate Income
Above Moderate
Income
Total

As provided for in Government Code Section 65583.1, [Name of Jurisdiction] is applying these second units towards its adequate sites requirement.

Advantages of Second Units

Second units are a valuable addition to [Name of Jurisdiction]'s housing stock, adding flexibility, affordability, and diversity. They are a sustainable way to add to the housing options without using additional land or infrastructure. Some of the advantageous of second units include:

- **Affordable rentals** - Because they are small and because there are no land costs, second units typically provide affordable rental units.
- **Assistance for homeowners** - The additional rental income can help owners buy and stay in homes.
- **Housing for seniors** - Many seniors like second units, because they provide independent living with less upkeep. Some seniors choose to move into a second unit and live off the income from renting the main house.
- **Multigenerational accommodations** - Second units can provide housing for multi-generational living – parents, adult children, etc., and caregivers.
- **Increased property values** - Second units can increase the value of a home.
- **Workforce housing** – If second units are occupied by household workers or local employees, they will reduce the number of commuters on the road, a plus for sustainability.
- **Preserved neighborhood character** – Because they are small and often attached to a house, second units are easy to fit in to existing neighborhoods.

Legal Context

State Law sets standards regarding second unit regulation. AB 1866 (Wright) (Gov. Code Section 65852.2) provided that after July 1, 2003, the permit process for second units must be ministerial, which means without a public hearing or discretionary approval. Local governments are required to implement a process for second units (like the process for obtaining a permit for a room addition, for example) in which the applicant is entitled to the permit if he or she complies with local standards — eliminating the need for time-consuming, contentious, costly public hearings.

[Name of Jurisdiction] second unit regulations conform to State law. Typical approval time for second units in [Name of Jurisdiction] is [xxx] weeks. Applications are not subject to a public hearing, public comment, or any discretionary decision-making process. There is no local legislative, quasi-legislative or discretionary consideration of the application, except provisions for authorizing an administrative appeal of a decision.

Add in information about the legal context in your jurisdiction. For instance, when you changed laws or created programs. Ensure that the sample language applies in your jurisdiction. Ensure that the list of regulations is accurate in your jurisdiction.

Community Need for Second Units

Second units meet an important need in [Name of Jurisdiction], including providing affordable housing, options for seniors, and workforce housing.

Affordability

Based on a study by the 21 Elements Project, we conclude that many new units will be affordable to lower income individuals (see chart xxx). Some units are made available free of charge to employees or relatives, helping meet the need for extremely low income households. In other cases, second units are rented, often below the market price for typical larger apartments.

The assumptions in this report are based on the 21 Elements report *Second Units in San Mateo County*. That report looked at recent surveys from Woodside, Portola Valley, Los Altos Hills, as well as the US Census, American Community Survey, Real Facts, Craigslist and other sources, in order to draw conclusions about second unit characteristics.

Add in information about the specific needs in your community. Why are second units important in your community? Are they popular and/or well-received?

See http://www.21elements.com/Download-document/230-Second-Units-in-San-Mateo-County_draftfinal for help with assumptions about affordability.

Chart xxx. Affordability of Units

Extremely Low Income	%
Very Low Income	%
Low Income	%
Moderate Income	%
Above Moderate Income	%

Sources: Second Units in San Mateo County, produced by 21 Elements Project, 2008.

Diverse Housing Needs

Second units meet an important need in the community. Surveys in Woodside and Los Altos Hills showed that second units are occupied by people of all ages.

Chart xxx. Age of Occupants

	Los Altos Hills	Woodside
Less than 16	3%	13%
16-30	21%	18%
31-55	46%	55%
55+	29%	14%

Although second units tend to be smaller than single family homes, they are more diverse than one might think. According to three sources, Craigslist, Woodside and Los Altos Hills, approximately twenty percent of second units are two bedrooms.

Chart xxx. Size of Second Units			
	Craigslist	Woodside Survey	Los Altos Hills Survey
Studio	39%	50%	39%
1 Bedroom	35%	23%	42%
2 Bedroom	27%	23%	19%
3 Bedrooms+	NA	3%	NA

While there is not precise information about the occupation of occupants of second units, surveys show that second units are occupied by seniors, students, and many others.

Chart xxx. Occupants

Student	13%
Caretaker	11%
Retired	14%
Other	62%

Source: Los Altos Hills, 2002

Current Second Unit Development Standards

[Name of Jurisdiction] has the following performance standards, which are specific, are relatively easily enforced, and are consistent with State law:

- (1) The unit may be located in a portion of the main single family unit or in a separate structure on the site.
- (2) It may not exceed _____ square feet in size.
- (3) The property owner shall occupy either the principal or accessory dwelling.
- (4) There is an existing or a proposed single family home on the lot.
- (5) There shall be no more than one second unit per lot.
- (6) The second unit is exempt from density limits (consistent with State law).
- (7) The second unit meets height, setbacks, yards, and lot coverage requirements.
- (8) [Identify parking standards]
- (9) Exterior alteration is the minimum necessary to blend with the existing residence on the lot and neighborhood residences. [Identify design requirements]

This section needs to be customized based on local development standards.

Policies and Programs

Currently, [Name of Jurisdiction] encourages second units by: [customize]

- Providing information/brochures to interested homeowners
- Providing information on the [city]'s website
- Relaxing zoning requirements [describe]
- Waving fees

Add in information about local policies and programs in your jurisdiction. Discuss the results of the different programs. Describe any new policies or programs.

[In addition, [Name of Jurisdiction] plans on implementing the following programs [see Section I for ideas]]

- [New policy/program 1]
- [New policy/program 2]
- [New policy/program 3]

Number of Units Developed in Prior Planning Period

In recent years, [name of Jurisdiction] produced [xx] units per year (chart xxx), and we expect this trend to continue.

Describe changes in the trends and reasons for those changes. For example, have the numbers increased. If so, explain why.

Chart xxx. Second Units Produced

2000
2001
2002
2003
2004
2005
2006
2007
Average

Source: Building Department

Anticipated Second Units During the 2007-2014 Planning Period

Based on recent trends, we expect to produce a total of [average from above multiplied by seven] second units in the planning period.

[OR]

Based on recent trends, [Name of Jurisdiction] would be expected to produce a total of [average from above multiplied by seven] housing units in the planning period. The programs and policies identified above are likely to increase the production of second units, so we estimate we will produce [xxx] second units a year, and a total of [average times seven] units. [Justify assumptions]

Based on recent trends, surveys conducted throughout the county and other research, it is anticipated that the units will meet the following targets for affordability [multiply number of units expected by affordability percentages from page six]:

Chart xxx. Number of Units

Extremely Low Income
Very Low Income
Low Income
Moderate Income
Above Moderate Income
Total

Jurisdictions are free to use other methods to estimate the number of second units that will be produced. If the number of units produced has increased in recent years, you may take this into account. If in this Housing Element Update you are creating/improving policies and programs that will increase the rate of second unit production, you may also take this into account. If you get your data from a different place, be sure to change the source on the chart.

As provided for in Government Code Section 65583.1, [Name of Jurisdiction] is applying these second units towards its adequate sites requirement

This memo provides background demographic information and policy ideas regarding senior housing. Be sure to check out Appendix A for jurisdiction specific population projections.

Seniors

Demographic Information and Best Practices

December 10, 2008

Overview

This memo provides background demographic material and best housing/community development practices about seniors. It is organized in five sections:

Section One – Demographic Information	1
Section Two – Current Programs	5
Section Three – Best Practices	6
Section Four – Additional Resources.....	12
Section Five – Glossary.....	15
Appendix A – Population Projections by Jurisdiction.....	18

Section One – Demographic Information

Overview

Most people realize that the population of seniors is growing, but few people realize how quickly. In order to meet the housing needs of older residents, we need to begin planning today. Consider the fact that a typical housing development can take ten years from conception to grand opening. The time to begin planning is now. To be successful, we must first understand the challenges. Then, we can identify policies and programs to address the needs.

The San Mateo Health Department recently completed a study on seniors and their major conclusions were:

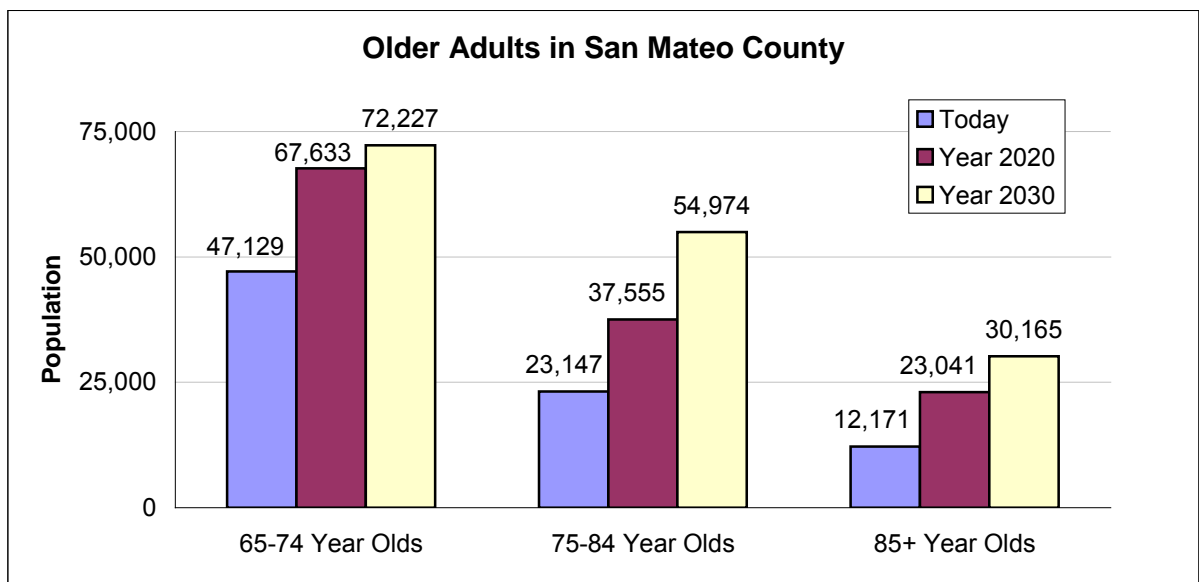
- **The Senior population will increase rapidly by 72 percent by 2030**, with older seniors seeing the largest growth.
- **In the year 2030, seniors will be more diverse than today**, with the greatest increase in Latino and Pacific/Asian. Many of these seniors will be most comfortable speaking a language other than English.
- **Older working adults will, by and large, retire in the communities where they live now.** The vast majority of foreign born seniors will not return to their home countries.

- **San Mateo County is an expensive place for seniors**, and has the highest cost of living of anywhere in the state for seniors who rent. For single older adults, the cost is \$27,550 a year and for a couple it is \$37,362.
- **Most seniors, 93 percent in some surveys, prefer to age in place (stay in their homes as they age)** (Source: AdvantAge Initiative)

Source: San Mateo County Aging Model: Better Planning for Tomorrow, San Mateo County Department of Planning LINK

The Number of Seniors Will Grow Quickly in the Coming Years

In past years, we have seen a demographic bulge as the baby boomers have grown from childhood, to adolescence to adulthood. Now, they are approaching their senior years, with the oldest baby boomers turning 65 in 2011. For the next 20 years after this, the population of seniors will swell dramatically, increasing by 72 percent between now and 2030 (San Mateo County Health Department). The increase in older seniors, over the age of 85, will be even more dramatic, rising 148 percent.



The North County and Middle County will grow faster than the South County or Coastsides. See the appendix for jurisdiction specific estimates on population change.

The Senior Population Will be More Diverse in the Future

The Latino and Asian/Pacific Islander senior populations will grow more quickly than the overall senior population. By the year 2030, Asians/Pacific Islanders will make up 32 percent of the county senior population and Latinos will make up another 16 percent of the total. Almost 45 percent of seniors in 2030 will have been born in another country.

It will be particularly important to understand the housing needs and preferences of these groups. Many of these seniors live with family and are more comfortable speaking in their native language.

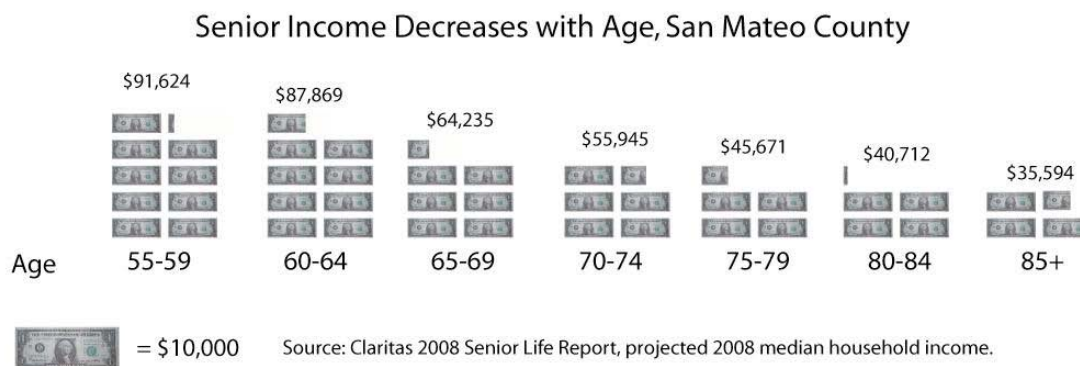
Most Working Adults Will Retire in the Communities Where They Live Now

The best indicator of the future population of seniors is looking at people in their fifties. Most of these people will stay in their homes as they age. The San Mateo County workforce is diverse and consequently the senior population will be diverse. Very few seniors, even people who do not speak English well, will return to their native country to retire.

San Mateo is an Expensive Place for Seniors

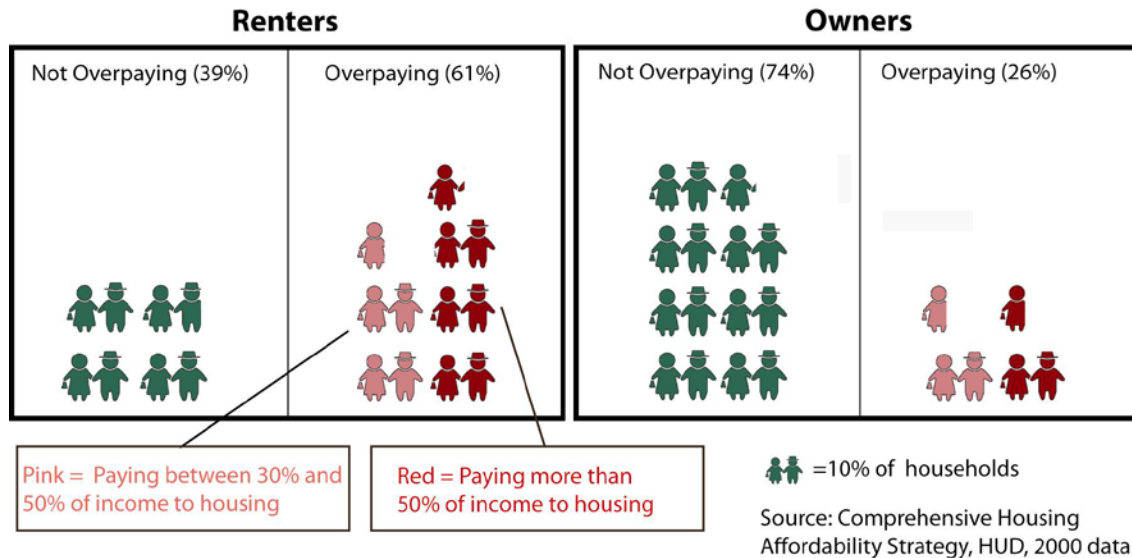
San Mateo has the highest cost of living for seniors of anywhere in California. For single older adults, the cost is \$27,550 a year and for a couple it is \$37,362. Many low income seniors, especially renters, will be forced to leave the county for economic reasons.

Senior home owners tend to be house rich and cash poor, meaning they have a lot of accumulated wealth, but it is inaccessible.



In 2000, 35 percent of seniors were paying more than half of their income to rent (CHAS, HUD, 2008, based on Census 2000 data). Because income tends to decrease with age, and housing and medical costs tend to increase, this problem gets worse for older seniors. With the recent downturn in the stock market, this problem will be especially acute.

Many Seniors, Especially Renters, Are Overpaying for Housing



Most Seniors Prefer to Stay in Their Homes as Long as Possible

The majority of seniors prefer to stay in their homes and will be looking for programs that allow them to do so. Some seniors, particularly those from cultures with close extended family ties, will prefer to live in the same home as their relatives. Second units are one option to do this.

Section Two – Current Programs

Current programs

The San Mateo County Aging and Adult Services, a division of the County Health Services Agency, provides a wide range of services for seniors. Either directly, or through its partners, it provides the following services:

- Adult Day/Adult Day Health Care
- Congregate Nutrition
- Home Delivered Meals
- Transportation
- Caregiver support and respite
- Alzheimer's Day Care Resource Centers
- Legal assistance
- HICAP (Health Insurance Counseling and Advocacy Project)
- Case management programs (underserved populations)
- Ombudsman
- Health promotion/disease prevention
- Senior employment

These services are described in detail in the brochure, *Help at Home*, available in English, Spanish and Chinese.

More Coming Soon

Section Three – Best Practices

Providing safe, healthy housing for seniors involves much more than just looking at houses. There are many aspects to making a community senior friendly, including:

- Ensuring safe, appropriate and desirable housing
- Providing access to vital goods and services
- Promoting social and civic engagement opportunities
- Addressing health and wellness needs

The good news is that changes to make communities more senior friendly often benefit the entire community.

Many of the necessary services are provided by the County or nonprofit groups. A good place to start planning for the needs of seniors is to conduct a focus group with seniors and senior service providers in your community.

While many of these needs can be addressed through the Housing Element, some communities choose to write senior plans, where they can take a more comprehensive and holistic look at senior needs.

This section has three parts, sample housing element language from San Mateo jurisdictions, a long list of additional potential programs, and more detailed information about select programs.

Sample Housing Element Language from San Mateo Jurisdictions

Density Bonus and Reduced Parking

South San Francisco

The City shall continue to grant density bonuses for senior housing projects. The City shall allow up to 50 units per acre for senior housing projects and permit reduced parking standards.

Efficiency Units

Redwood City

The City shall encourage efficiency units in rental housing to accommodate seniors and individuals who work in Redwood City.

Expedited Permit Review and Fee Waiver

San Bruno

Expedite permit review and waive planning, building and license fees on projects providing housing affordable to Very Low, Low, and Moderate income households, seniors, and persons with disabilities.

Home Sharing

East Palo Alto

Address the affordable housing needs of lower income residents and seniors through home sharing.

Housing Rehabilitation and Accessibility Modification

Redwood City

The City shall continue to provide housing rehabilitation assistance and accessibility modification to existing residential structures for persons with disabilities and for frail and elderly persons by contracting with appropriate providers.

Reverse Mortgage (Home Equity Conversion)

Millbrae

The San Mateo County Legal Aid Society and the County's Department of Housing and Community Development cooperatively established the Reverse Annuity Mortgage Program (RAM) to enable elderly Homeowners to use the equity in their home for needed money. See Housing Element for more details.

Senior Citizen Tax Postponement Program

Woodside

Provide senior homeowners with information regarding the Property Tax Postponement Program.

Site Identification

Brisbane

Identify suitable sites for housing for the elderly and persons with disabilities or other special needs.

Zoning Flexibility

San Mateo

Senior Project Location. Permit senior housing projects on multi-family or non-residentially zoned properties within walking distance of services and transit routes. Continue to provide allowances for density bonuses for senior projects.

Potential Programs

Ensuring safe, appropriate and desirable housing

Most seniors, upwards of 90 percent, prefer to age in their home and there are a number of services that make this possible. However, it is important to have a variety of housing options in the community for seniors to move to when they are ready. Potential policies and programs include:

- Support seniors as they age in place.
 - Provide loans for emergency repairs or ADA accommodations.
 - Collect and distribute information about reliable contractors or create Certified Aging in Place Specialist program.
 - Encourage universal design (accessibility standards that benefit everyone), especially in types of housing or locations that seniors are likely to choose (multifamily housing near transit) (*see Universal Design description below*)
 - Provide sample contracts for seniors to use when hiring contractors.
 - Provide assistance as seniors negotiate contracts for small repairs.
 - Defer property tax until time of sale.
- Ensure seniors have housing options. Common housing types include (see glossary for definitions):
 - Second units, Smaller homes/condos, Retirement communities, Independent living facility, Congregate Housing, Assisted living centers, Skilled nursing centers or Nursing homes, Continuing care facilities, Board and Care Housing, Affordable senior housing, Senior mobile home parks, Alzheimer's and other specialty facilities, Shared housing
- Provide emergency/one time loans to help cover rent, damage deposit, etc.
- Produce information that describes senior housing options
- Provide moving support/counseling
- Plan senior communities in appropriate locations
- Reduce parking standards for senior developments
- Help seniors safely access the capital in their house to help them with daily living expenses (*see Reverse Mortgage description below*)

Providing access to vital goods and services

Many seniors will be mobility impaired at some point in their life and most seniors would prefer to walk more and drive less (Surface Transportation Policy Partnership. *Attitudes toward Walking*, 2003). If communities are not set up for pedestrians and public transportation, seniors can become trapped in their homes. Potential policies and programs include:

- Ensure that seniors have access to vital goods and services. Including:
 - Grocery store
 - Pharmacy
 - Businesses sensitive to the needs of seniors
 - Home delivery of groceries, toiletries & drugs available
 - Medical services

- Provide safe places for seniors to walk. Considerations include:
 - Low and easily navigated curbs
 - Wide and well-maintained sidewalks
 - Stoplights timed to allow seniors time to cross, potentially with countdown times
 - Well-marked streets and addresses
- Provide access to reliable, convenient public transportation
- Create Safe Routes for Seniors Program (modeled after Safe Routes to School, identify locations where there are large concentrations of seniors and ensure they have access to stores and services)
- Ensure outdoor spaces are senior friendly. Important considerations include:
 - Barrier free (ADA compliant)
 - Safe spaces
 - Good lighting
 - Sufficient places to sit down
- Improve road design

Promoting social and civic engagement opportunities

While not directly related to housing, it is important to provide opportunities for seniors to be engaged with the community.

- Plan senior housing where it is easy and natural for seniors to be involved in the community.
- Promote job and volunteer opportunities for seniors.
- Ensure that there are cultural events for seniors. Considerations include time, location and topic.
- Create an active senior center.
- Develop opportunities for education/lifelong learning for seniors.
- Provide congregate (group) meals.

Addressing health and wellness needs

- Appoint a senior ombudsman/specialist.
- Develop an information/referral service.
- Ensure access to a hospital or clinic in the community.
- Ensure that there are opportunities for exercise and recreation in a safe environment.
- Provide resources/support for caregivers.
- Ensure that there are no unnecessary barriers to prevent caregivers from living with seniors.
- Provide home delivered meals.
- Ensure that there are senior day care facilities that meet the needs of residents.

Detailed Description of Select Programs

The following are adapted from Aging in Place, a Toolkit for Local Governments by Scott Ball (posted on website)

Incorporate Universal Design in New Construction

Encourage homebuilders and contractors to construct new homes according to accessibility standards and avoid the construction of "Peter Pan Housing"-- housing for those who never grow old.

- **FLAT ENTRANCE:** A zero step entrance makes it easy and safe to bring in a baby carriage, move heavy items or carry in packages.
- **ONE LEVEL LIVING:** Locate all necessary living features (i.e., kitchen, bath, fireplace, laundry, etc.) on one level OR insure that the lower floor of home could be adapted for one level living (converting a dining room to a bedroom or converting a closet to a main floor laundry room). At least one entrance must be accessible without stairs.
- **BATHROOMS:** Require blocking in bathroom walls for future safety retrofits (i.e. grab bars). Require five-foot turning diameters in bathroom, kitchen and closet layouts to allow future modifications for wheelchairs. Install higher bathroom counters, lever faucets and faucet mixers with anti-scald valves, temperature-controlled shower and tub fixtures, stall shower with a low threshold and shower seat and non-slip bathroom tiles.
- **KITCHENS:** Encourage the use of kitchen cabinets with pullout shelves and lazy susans. Lower cabinets should have large drawers instead of fixed shelving, easy to grasp cabinet hardware (C-pulls instead of knobs), task lighting under counters, cooktop with front controls, side by side refrigerator or freezer on the bottom, adjustable upper and pull-out lower shelves (fixed shelving cannot adapt to changing needs) and color or pattern borders at counter edges to indicate boundaries.
- **SAFETY FEATURES:** Encourage small safety features in homes: handrails on both sides of stairs, peep hole at a low height, gas sensor by gas oven/stove, water heater and gas furnace to detect leaks, strobe light or vibrator-assisted smoke and burglar alarms for the hearing impaired, lower windowsills, especially for streetside windows, for use as an emergency exit, hardwired smoke detectors.
- **DOORS:** Doorways should be 36" wide with offset hinges on doors, levered door handles instead of knobs, easy to open or lock patio doors and screens.
- **LIGHTING:** Increased incandescent general and specific task lighting, light switches at 42 inches instead of 48, luminous switches in bedrooms, baths and hallways.

Reverse Mortgages

In a reverse mortgage transaction, an individual over the age of 62 receives funds from a lender in a lump sum paid at closing, as a line of credit, in monthly payments or as a combination of any of the three. The client must repay the loan at a set interest rate in one lump sum at the sale of the property in question. Local communities can:

- Educate citizens about reverse mortgage programs and distinguish them from predatory lending scams.
- Exempt proceeds from reverse mortgages from a homeowners' eligibility for local means-tested programs.

Modify Existing Stock to Fit Diverse Housing Needs

- Allow certain types of multi-family residences, like shared housing, on single-family lots.
- Allow single family homeowners to sublet parts of their residence to provide additional income streams, security and companionship and prevent overhousing.
- Treat “families of choice” as traditional families in single family housing designations. Families of choice are groups of individuals who are not biologically related but live together and share a kitchen.
- Design senior units that recognize that care givers often live with seniors.
- Encourage shared housing:
 - Legalize free-market shared housing options (renting out extra bedrooms, etc.)
 - Allow agency-assisted shared housing (allow nonprofits, churches, schools, etc. to play “matchmaker” between two potential roommates).
 - Establish special code definitions to differentiate shared housing from “rooming houses” or “boarding houses” to avoid the misperception that shared housing is “transient housing.”

Section Four – Additional Resources

Local Resources:

Coming Soon

County Office of Aging and Adult Services

http://www.co.sanmateo.ca.us/smc/departement/home/0,2151,1954_36065,00.html

State and National Resources (by Subject)

Partially adapted from Aging in Place: A Toolkit for Local Government

Accessory Apartments

See resources on 21 Elements Webpage

<http://www.seniorresource.com/hecho.htm>

Aging in Place

<http://www.seniorresource.com/ageinpl.htm> Various resources and recommendations pertinent to aging in place.

<http://www.nw.org/Network/comstrat/agingInPlace/reports.asp>

Demographic Data

California Department of Aging - http://www.aging.ca.gov/stats/fact_about_elderly.asp

Housing Element Related

Information from the Department of Housing and Urban Development

http://www.hcd.ca.gov/hpd/housing_element2/SHN_elderly.php

Information/ Housing Referrals

California Registry Referral Service- <http://www.calregistry.com/>

LIHEAP (Low-Income Home Energy Assistance Program)

California Program

[http://www.csd.ca.gov/Programs/Low%20Income%20Home%20Energy%20Assistance%20Program%20\(LIHEAP\).aspx](http://www.csd.ca.gov/Programs/Low%20Income%20Home%20Energy%20Assistance%20Program%20(LIHEAP).aspx) US Department of Energy – Weatherization Assistance

Programs

Weatherization Programs

<http://www.csd.ca.gov/Programs/Weatherization%20Assistance%20Program.aspx>

Predatory Lending

California specific information from HUD

<http://www.hud.gov/local/ca/homeownership/predatorylending.cfm>

Understanding Predatory Lending: Moving Toward a Common Definition and Workable Solutions", Neighborhood Reinvestment Corporation and The Joint Center for Housing Studies of Harvard University. Fellowship Program for Emerging Leaders in Community and Economic Development. October 1999.

http://www.jchs.harvard.edu/publications/finance/goldstein_w99-11.pdf

Shared Housing

<http://muextension.missouri.edu/xplor/aging/gg0013.htm> Definition, models (naturally-occurring, agency-assisted, referral, counseling, agency-sponsored), community gains from shared housing, steps in launching a shared housing program, barriers that can impede shared housing, sources of assistance.

Surveys (Senior Friendly Community)

AdvantAge Initiative <http://www.vnsny.org/advantage/>

Sample checklist/survey

<http://planning.co.cuyahoga.oh.us/documents/pdf/elderfriendly.pdf>

Transit and Seniors

TCRP Report 82 Improving Public Transit Options for Older Persons

http://onlinepubs.trb.org/Onlinepubs/tcrp/tcrp_rpt_82v1a.pdf TCRP Report 91 Economic Benefits of Coordinating Human Service Transportation and Transportation Services

http://gulliver.trb.org/publications/tcrp/tcrp_rpt_91.pdf

Universal Design

http://www.aarp.org/families/home_design/

<http://www.design.ncsu.edu/cud/>

<http://www.elderweb.com/home/node/6027>

Key Articles And Websites

Ball, Scott, "Aging in Place: A Toolkit for Local Governments" ARC and Community Housing Resource Center

Bayer, Ada Helen and Harper, Leon, "Fixing to Stay: A National Survey on Housing and Home Modification Issues" AARP May 2000

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http://research.aarp.org/il/d16376_toc.html January 1997.

Hare, Patrick “Frail Elders and the Suburbs” *Generations*, Journal of the American Society on Aging, Spring 1992, pp. 35-39.

<http://www.homemods.org/resources/pages/frailelders.shtml>

Howe, Deborah “Aging and Smart Growth: Building Aging-Sensitive Communities”
Fundors’ Network Translation Paper 21

December 2001. <http://www.smartgrowth.org/library/articles.asp?art=925&res=1680>

Katz, Peter *The New Urbanism: Toward an Architecture of Community*. McGraw-Hill: New York. 1994.

Lawler, Kathryn “Aging in Place: Coordinating Housing and Healthcare Provision for a Growing Elderly Population” Harvard

University Joint Center for Housing Studies Working Paper Series, September 2001.

http://www.jchs.harvard.edu/publications/seniors/lawler_w01-13.pdf

Schneider, Andy and Elias, Risa “Medicaid as a Long Term Care Program: Current Benefits and Eligibility” Kaiser Family Foundation Issue Paper November 2003.

<http://www.kff.org/medicaid/loader.cfm?url=/commonspot/security/getfile.cfm&PageID=28090>

Seeman, Teresa “Emotional Support Keeps Brain Going Into Old Age” *Health Psychology* July 2001.

<http://www.hbns.org/newsrelease/emotional7-04-01.cfm> Relying on a network of family and friends for emotional support may slow the cognitive decline associated with getting older, and single older people may stay mentally sharper than married couples, according to a new analysis of data from the MacArthur Studies of Successful Aging.

Section Five – Glossary

Adapted from Senior Housing: Glossary of Common Senior Housing Terms,
<http://seniorliving.about.com/od/housingoptions/a/housingglossary.htm>

Activities of Daily Living (ADL)

Everyday activities such as bathing, eating, using the toilet, and getting dressed.

Adult Day Care

Daily structured programs in a community setting with activities and health-related and rehabilitation services for seniors who are physically or emotionally disabled and need a protective environment. This care is provided during the day, and the senior receiving the care returns home in the evening.

Aging in Place

Allowing seniors to remain in their current living environment, despite the physical and/or mental decline that may occur during the aging process. Most seniors prefer to age in place.

Assisted Living

Generally, these are state-licensed programs offered at senior residential communities with services that include meals, laundry, housekeeping, medication reminders, and assistance with Activities of Daily Living (ADLs) and Instrumental Activities of Daily Living (IADLs). The exact definition will vary from state to state, and a few states do not license assisted living facilities. Assisted living is generally regarded as a step or two below skilled nursing in its level of care. Approximately 90 percent of the country's assisted living services are paid for with private funds, although some states have adopted Medicaid waiver programs.

Assisted living may also be referred to as Personal Care, Board and Care, Residential Care, Boarding Home, etc., although some states differentiate between their definition of "Assisted Living" and these other terms (e.g., Washington state recognizes and licenses "Assisted Living" facilities as well as "Boarding Homes;" although licensed by the State of Washington, a Boarding Home does not meet the higher physical plant and service requirements necessary to be considered an Assisted Living facility).

ALF's range in size from small homes housing 6-12 people to large full service facilities. The range of services vary from facility to facility. Services typically include assistance with meals, bathing, dressing, continence care and other routine daily needs. Medical services vary by facility.

Congregate Housing

Housing with private living accommodations, common dining and recreational areas, but no medical services. More services than independent living, less than assisted living. Sometimes used interchangeably with independent living.

Continuing Care Retirement Community (CCRC)

Senior housing planned and operated to provide a continuum of accommodations and services for seniors, including but not limited to independent living, congregate housing, assisted living, and skilled nursing care. A CCRC resident contract often involves either an entry fee or a buy-in fee in addition to the monthly service charges, which may change according to the medical services required. Entry fees may be partially or fully refundable. The fee is used primarily as a method of privately financing the development of the project and as payment for future health care. CCRCs are typically licensed by the state. *See also* Life Care Community.

Convalescent Home

See Nursing Home.

ECHO (Elder Cottage Housing Opportunities)

A small, temporary home installed on the same site as a single-family residence, usually that of an adult child or other relative. ECHO units allow seniors to remain close to family members and receive the support they need while retaining a great deal of independence.

Hospice Care

Care and comfort provided to those with a terminal illness and their families. It may include medical, counseling, and social services. Most hospice care is furnished in-home, while specialized hospices and some hospitals also provide such care.

Independent Living

A multi-unit senior housing development that may provide supportive services such as meals, housekeeping, social activities, and transportation. This alternative is available as part of Congregate Housing, Supportive Housing, and Retirement Communities. Independent Living encourages people to socialize by providing meals in a central dining area and through scheduled social programs. This term may also be used to describe housing with few or no services such as Senior Apartment. Generally, the State of California licenses facilities that provide meals.

Instrumental Activities of Daily Living (IADLs)

Day-to-day tasks such as preparing meals, shopping, managing money, taking medication, and housekeeping.

Life Care Community

A Continuing Care Retirement Community (CCRC), which offers an insurance type of contract and provides all levels of care. It often includes payment for acute care and physician's visits. Little or no change is made in the monthly fee, regardless of the level of medical care required by the resident, except for cost-of-living increases.

Nursing Home

A facility licensed by the state that provides 24-hour nursing care, room and board, and activities for convalescent residents and those with chronic and/or long-term illnesses. The availability of regular medical supervision and rehabilitation therapy is required, and nursing homes are eligible to participate in the Medicaid program. This alternative may be referred to as a Nursing Facility or Convalescent Home.

Residential Care

See Assisted Living.

Respite Care

Temporary relief for caregivers, ranging from several hours to days. This may be provided in-home or in a residential care setting such as an assisted living facility or nursing home.

Retirement communities

Housing developments limited to seniors, no or minimal services provided, generally limited to those age 62 or older per State and Federal rules.

Skilled nursing centers

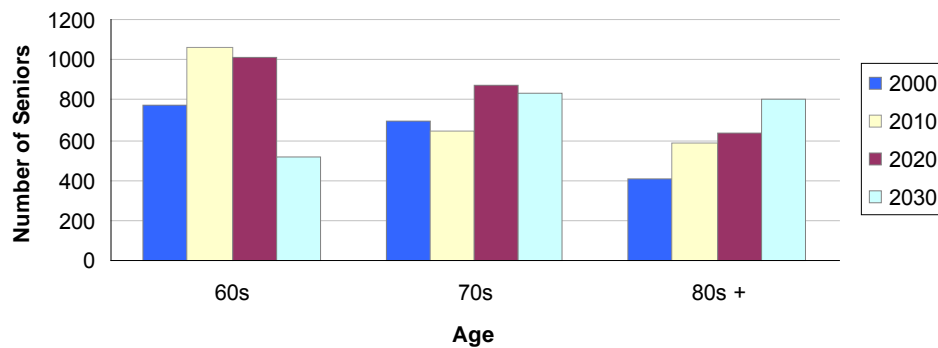
See Nursing Home

Appendix A – Population Projections by Jurisdiction

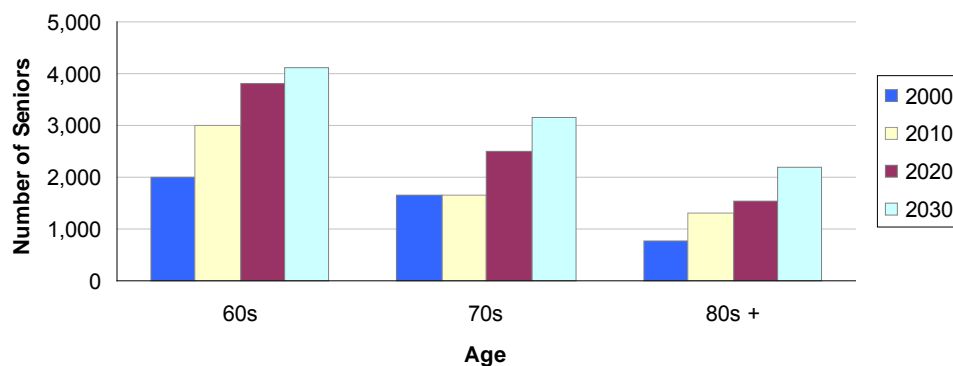
The population projections estimate the future population of seniors based on the current demographics of the jurisdiction after accounting for age specific migration and survival. *Because the survival rates do not take into account increases in life expectancy, they likely underestimate the number of seniors.* The County estimates the population of seniors over the age of 85 will be approximately 35 percent higher than these estimates.

See the Excel document, *Senior Population Projections*, for editable graphs and exact numbers.

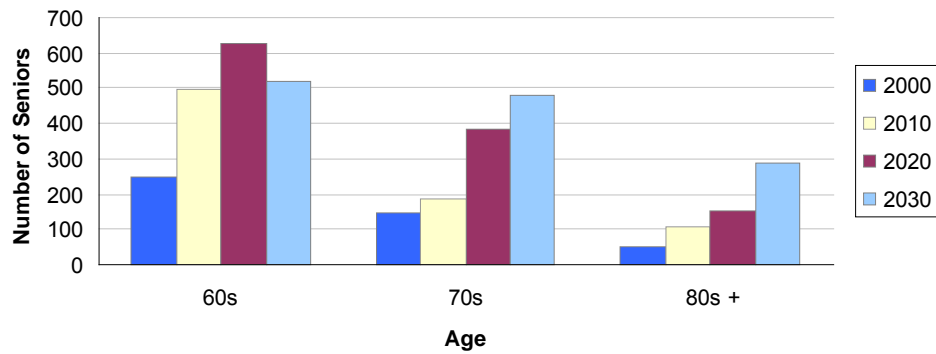
Change in Senior Population, Atherton (Projected)



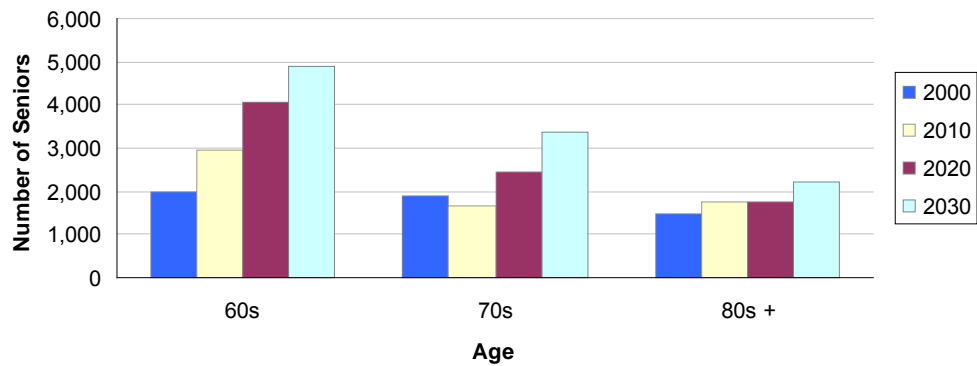
Change in Senior Population, Belmont (Projected)



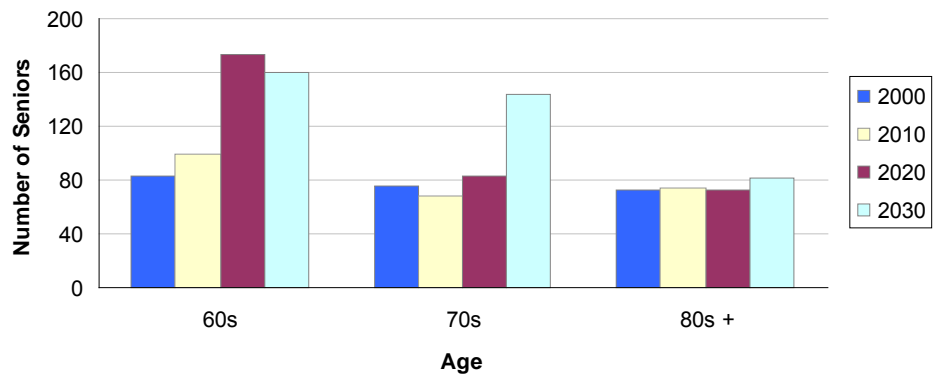
Change in Senior Population, Brisbane (Projected)



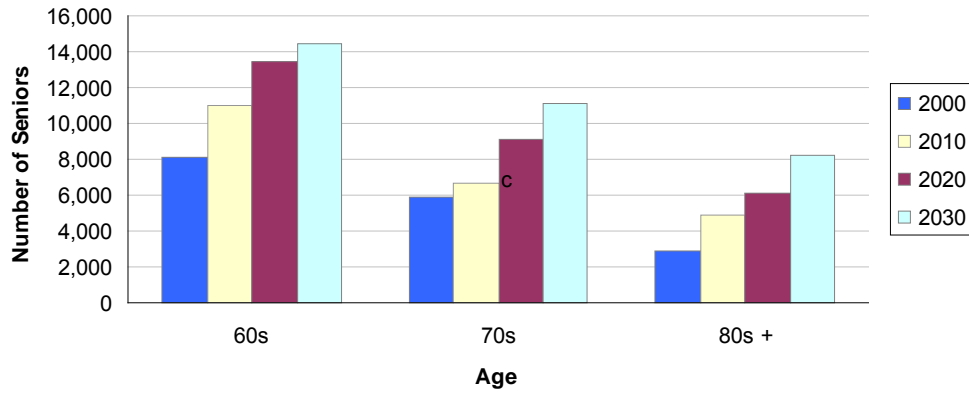
Change in Senior Population, Burlingame (Projected)



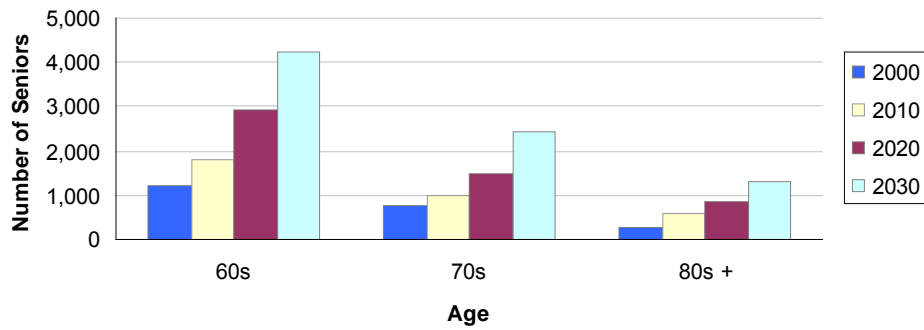
Change in Senior Population, Colma (Projected)



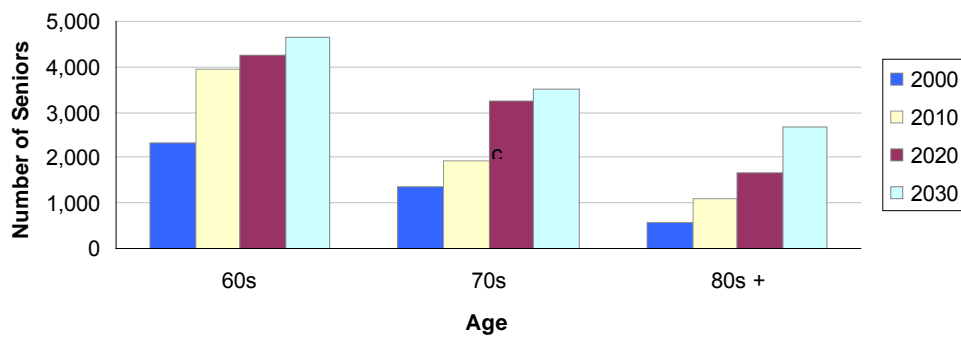
Change in Senior Population, Daly City (Projected)



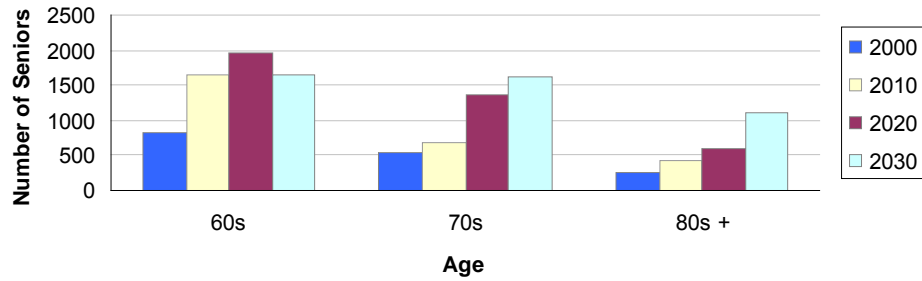
Change in Senior Population, East Palo Alto (Projected)



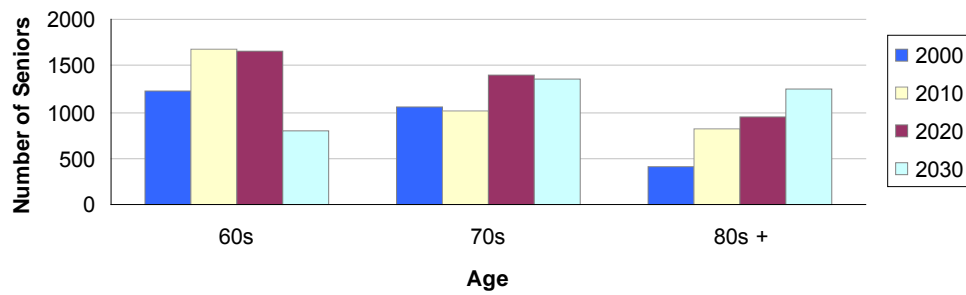
Change in Senior Population, Foster City (Projected)



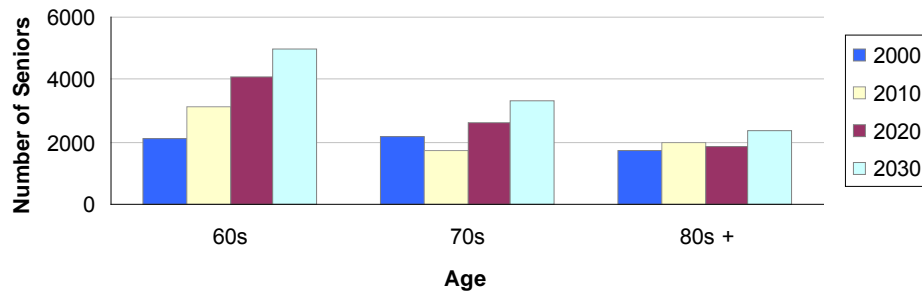
Change in Senior Population, Half Moon Bay (Projected)



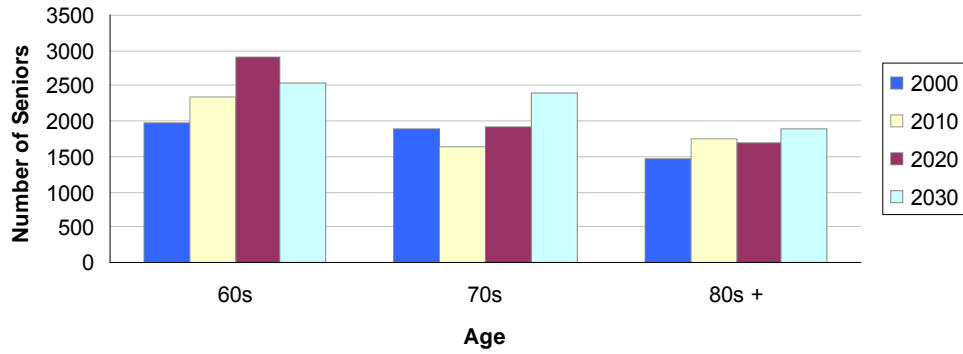
Change in Senior Population, Hillsborough (Projected)



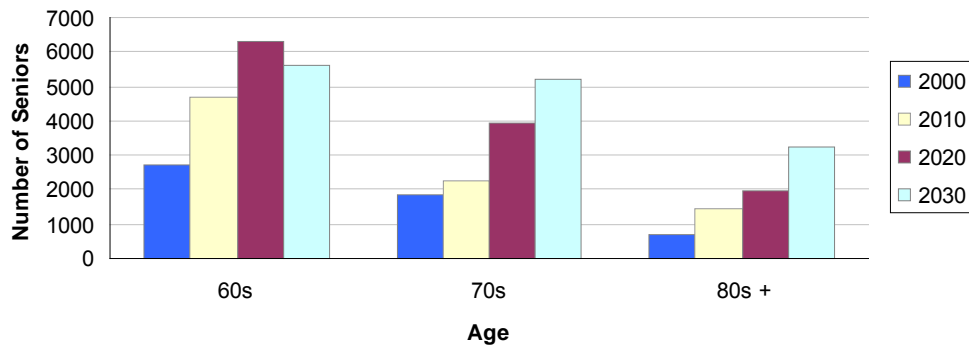
Change in Senior Population, Menlo Park (Projected)



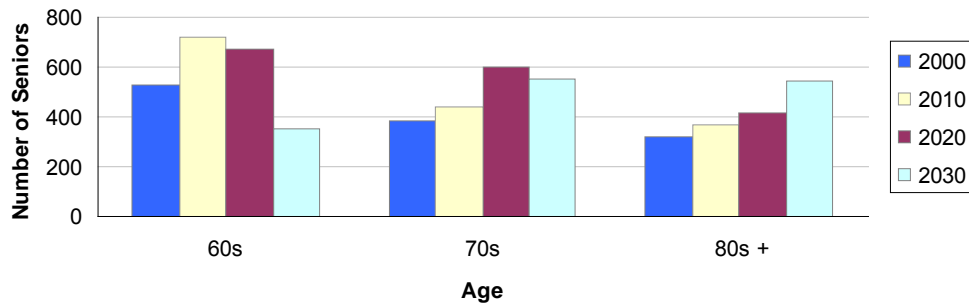
Change in Senior Population, Millbrae (Projected)



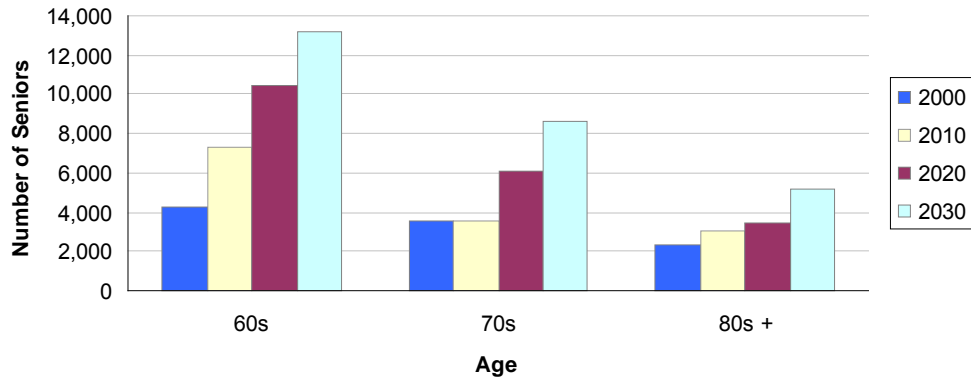
Change in Senior Population, Pacifica (Projected)



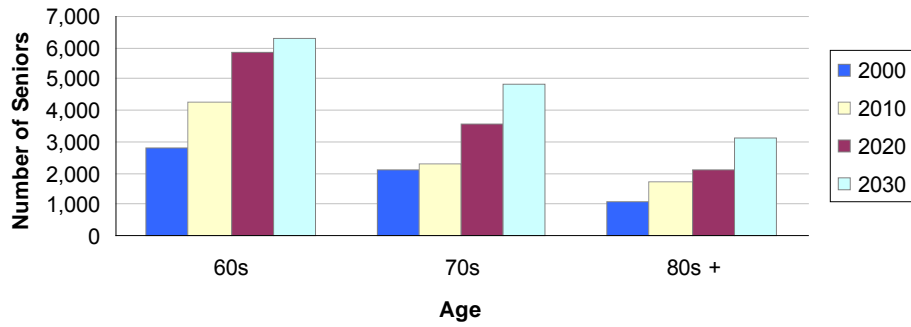
Change in Senior Population, Portola Valley (Projected)



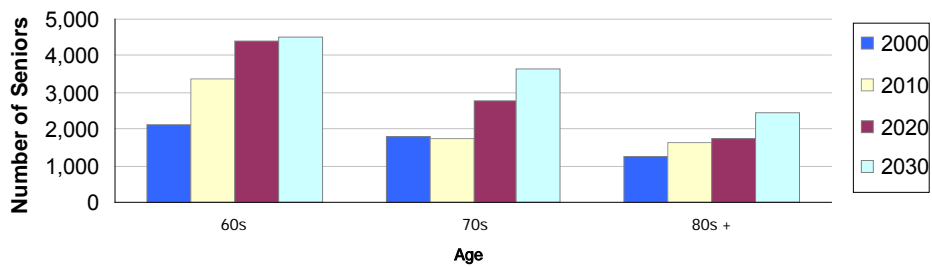
Change in Senior Population, Redwood (Projected)



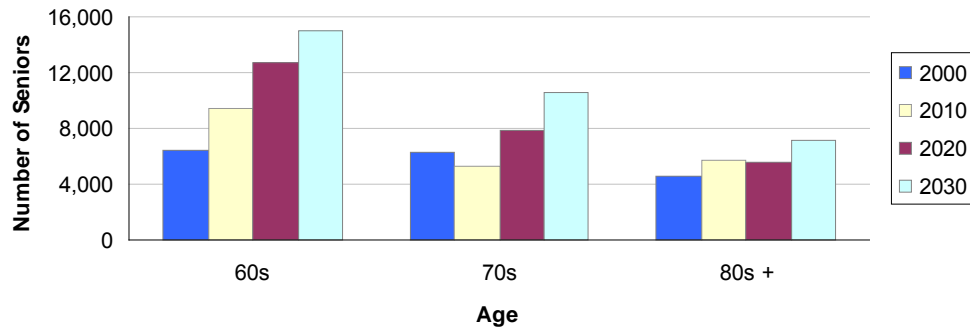
Change in Senior Population, San Bruno (Projected)



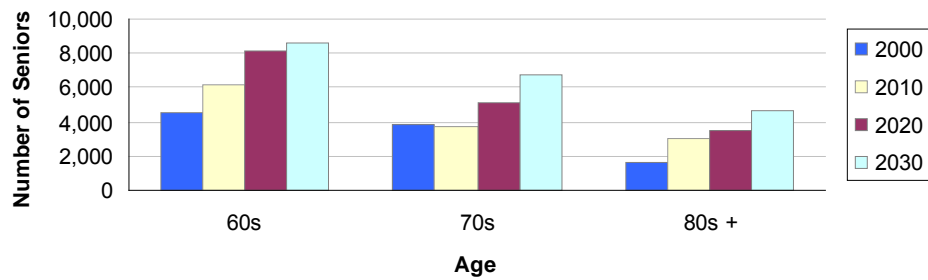
Change in Senior Population, San Carlos (Projected)



Change in Senior Population, San Mateo (Projected)



Change in Senior Population, South San Francisco (Projected)



Change in Senior Population, Woodside (Projected)

