

Meeting #29  
August 18, 2016

Implementation

# 21 Elements

# Agenda

- I. Welcome, Introductions and Review of the Meeting Purpose
- II. Automated Building Permit Tracking Platform
- III. Closing the Gap Update and Next Steps
- IV. Review of Recently Completed Work
- V. Overview of the Draft 21 Elements Work Plan for 2016-17
- VI. Affirmatively Furthering Fair Housing
- VII. County and State Legislative Updates
- VIII. Planning Directors' Forum
- IX. Schedule and Next Steps

*Close at 3:00 PM*

# I. Announcements

**21 Elements**  
**Billing for City Contributions for Funding 21 Elements**  
**FY2015-16 and FY2016-17**  
March 7, 2016

All the costs for 21 Elements have always been shared by the San Mateo County Department of Housing (DOH), City/Council Government (C/CAG) for local years (C/CAG) and the twenty cities in San Mateo County (SMC) for local years (FY2015-16 and FY2016-17) DOH and C/CAG contribute to the 21 Elements. The 20 cities are responsible for contributing their share over the next two fiscal years.

Each city's share of the \$3,000 for the 21 Elements is based on population. So, for example, the largest jurisdictions will be responsible for paying \$3,000 over the two fiscal years; medium size jurisdictions \$2,500; and, smaller jurisdictions \$2,000.

Please confirm the costs below for your city's participation in 21 Elements for FY2015-16 and FY2016-17 and return the form and a **check** (payable to "21 Elements") to Janet Stone by the end of April 2016. You will receive an acknowledgement/receipt letter within 30 days.

[ ] **Largest Jurisdictions** (\$1,500/FY — \$3,000 total over two fiscal years)

City of Daly City	City of Redwood City
City of San Mateo	City of South San Francisco

[ ] **Medium Size Jurisdictions** (\$1,300/FY — \$2,600 total over two fiscal years)

City of San Bruno	City of San Carlos
City of Pacifica	City of East Palo Alto
City of Menlo Park	City of Belmont
City of Burlingame	City of Millbrae
City of Foster City	City of Half Moon Bay

[ ] **Smaller Jurisdictions** (\$1,000/FY — \$2,000 total over two fiscal years)

Town of Hillsborough	Town of Portola Valley
Town of Atherton	City of Brisbane
Town of Woodside	Town of Colma

Jurisdiction: \_\_\_\_\_ Total Amount: \_\_\_\_\_

Contact Name and Contact Information (phone and email): \_\_\_\_\_

**Please return to along with a check payable to "21 Elements" to:**  
**Janet Stone**  
**San Mateo County Department of Housing**  
**264 Harbor Boulevard, Building A**  
**Belmont, CA 94002**

If you should have any questions, please contact Janet Stone at — (650) 802-3396 or [JStone@smchousing.org](mailto:JStone@smchousing.org)

## II. Automated Building Permit Tracking Platform

- Michelle Littlefield, Co-Founder & Brigade Captain, OpenSMC, A Code for America Brigade Serving San Mateo County
- John Ridener, Open Data Liaison, County of San Mateo



# III. Closing the Gap Task Force Update

- Ken Cole, Director, San Mateo County Department of Housing

# IV. Review of Recently Completed 21 Elements Work Products

- Impact Fees
- Short-Term Vacation Rentals
- Second Units
- Displacement
- Other Materials

## Impact Fees

- Summary of what cities have adopted fees as part of the Grand Nexus Study
- [Potential Revenue Calculator](#) – Allows user to estimate how much fees can be collected
- [Grand Nexus Study Final Report](#) – This full color report summarizes the Grand Nexus study process
- Generic Staff Report Template and samples from various cities
- Memo from Barbara Kautz on General Mitigation Fee Act Rules
- Other resources

# Short-Term Vacation Rentals

- Report on Options for Requiring Short-Term Vacation Rentals (Draft Report) and Data

## San Mateo County At-a-Glance

October 2015 Short Term Rental Market

**80%** of hosts in San Mateo are professional, meaning their homes are available for rental 90+ days per year.

**43%** of hosts have multiple listings

**30** units are listed by the top host for San Mateo County

## San Mateo County At-a-Glance

October 2015 Short Term Rental Market

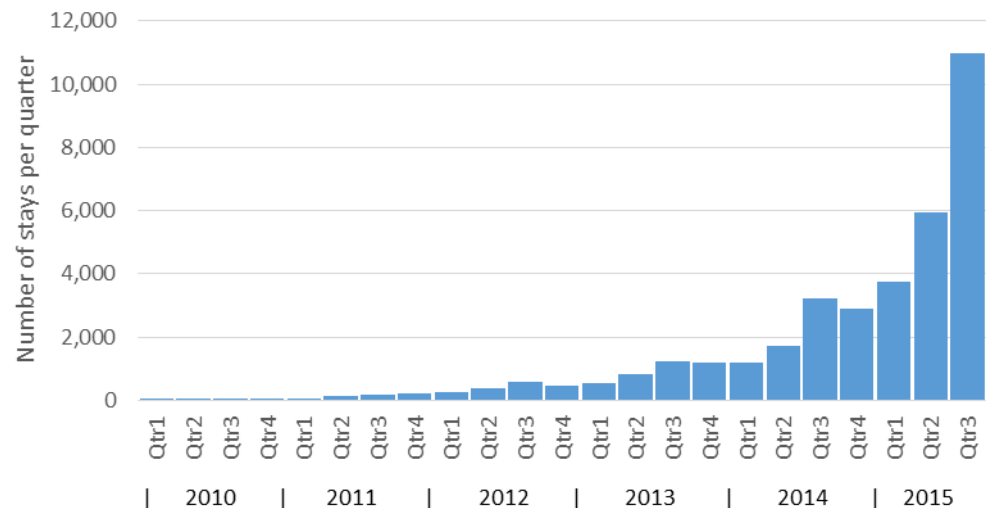
**47%** of listings are for entire homes

**43%** of hosts have multiple listings

**\$193** Average price per night

**100 Day** Number of days the average unit is occupied by a guest

## Airbnb Growth in San Mateo County



## **Displacement**

- Statement of the Problem
- Summary of Strategies to Address Displacement
- Speakers and Resources
- Rent and Housing Displacement Data

## **Other Materials**

- Second Unit Resources
- Meeting Materials from TAC #28 (e.g. Junior Second Unit presentation)

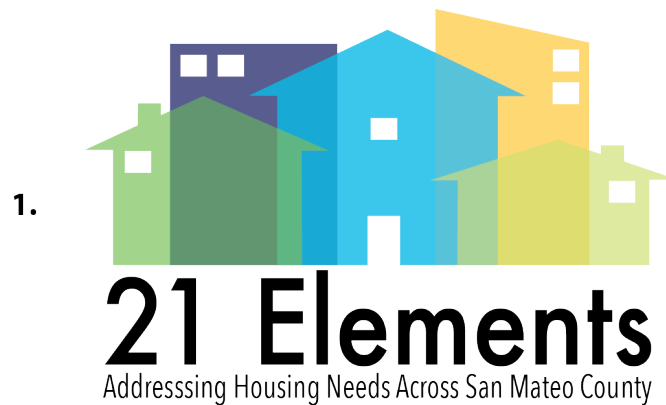


# V. Overview of the Draft 21 Elements Work Plan for 2016-17

See Handout

# Potential Logos

# Potential Logos



# Potential Logos



# Potential Logos





# Potential Logos

4.



**21 Elements**

Addressing Housing Needs Across San Mateo County

# Potential Logos



# Potential Logos

6. **21<sup>▲</sup>Elements**  
Addressing Housing Needs Across San Mateo County

# Potential Logos



# 2016/2017 Workplan

**Second units**

**Displacement**

**Short Term  
Vacation  
Rentals**

**AHSC /  
Funding**

**Informational /  
Outreach  
Material**

**Impact Fees**

**Coordinate with Closing the Gap**

**21 Elements Organizational Development**



# X. Schedule and Next Steps

*October 20, 2016*

*January 26, 2017*

*April 20, 2016017*