

Welcome!

Environmental Justice and Safety Elements Community Meeting

Thursday, February 9: Belle Haven Branch Library

Agenda

- 6:00-6:10 Welcome and Refreshments
- 6:10-6:45 Presentation
- 6:45-7:30 Small Group Chats
- 7:30-8:00 Small Group Report-Out and Closing Remarks

Want to watch the presentation again?

The presentation and handouts will be available at the project website: MenloPark.gov/HousingElement

Please save questions and comments for the small group chats.

If you wish, write notes and reminders in the space provided on the back of this sheet.

After the presentation, we will break into small groups and can discuss:

- How does this align with what you expected?
- How can this draft be improved? What is missing?
- Are there any Environmental Justice themes that are particularly important to you?
- What steps should the City take first to address Environmental Justice?

If you were not able to join the meeting, thought of something after the meeting, or want to send a message to the project team directly, please email Senior Planner Calvin Chan at CChan@MenloPark.gov with your thoughts by **Friday, March 3, 2023**.

What comes next?

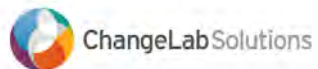
In March, we will begin work on the next draft of the Environmental Justice Element. We will incorporate your feedback and schedule meetings with Menlo Park Planning Commission and City Council. Notice will be posted on the City website (MenloPark.gov) and publicized through Climate Resilient Communities (CRC).

Thank you for your participation and feedback!



Notes

Thank you for your participation and feedback!



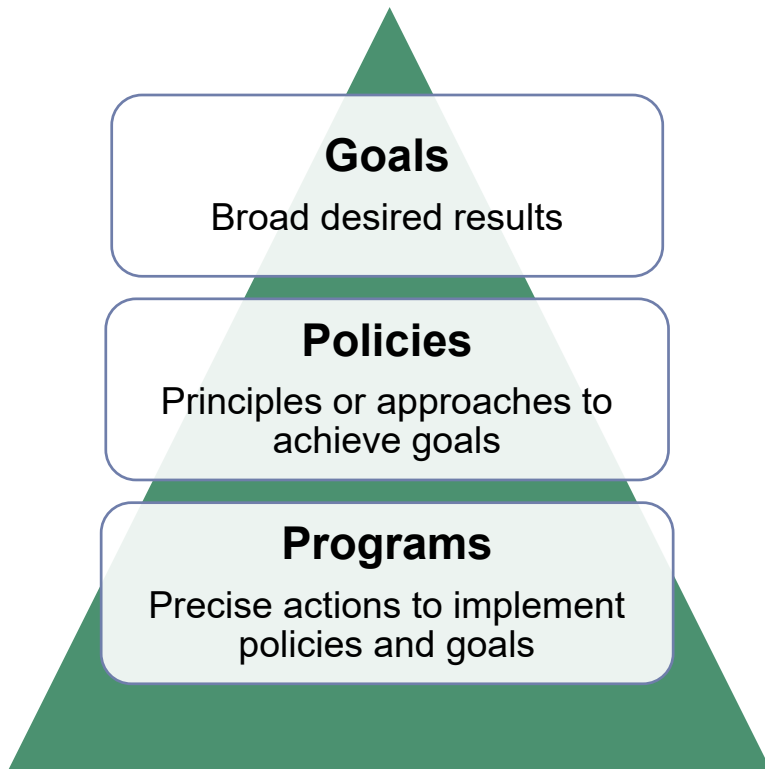
How to use this packet

Inside this packet are 4 items:

1. Environmental Justice Themes (page 1)
2. Goals, Policies, and Programs from the Environmental Justice Element (pages 2-7)
3. Safety Element Goal and Policies (page 8)
4. Housing Element Items Related to Environmental Justice (pages 9-21)

You can use this packet during the meeting to help guide small group discussion, or to take home and review later.

What's in a General Plan Element?



Environmental Justice Themes:

Based on community feedback, the Public Review Draft Environmental Justice Element has 7 goals with the following themes:



1. Prioritize Underserved Communities; Budget and Infrastructure; Grant Funding



2. Improve Air Quality; Reduce Traffic Pollution; Encourage Non-Motorized Travel; Review Land Use and Zoning



3. Parks, Childcare, and Healthcare; Internet and Transit in Underserved Communities; Partnerships with Schools, Healthcare, and Transit



4. SNAP and Farmers' Markets; Community Gardens; Health Outreach



5. Resolve Site Contamination; Utility Assistance; Housing Distribution; *see Housing Element*



6. Safe, Fun, Biking and Walking; Education and Outreach



7. Partner with Community Organizations; Cultural Context and Understanding

Environmental Justice Goal 1: Address unique and compounded health risks

Policy 1.1: Prioritize programs that address the unique and compounded health risks in Underserved Communities.

Policy 1.2: Reduce climate vulnerability in Underserved Communities.

Policy 1.3: Strengthen efforts to collaborate with residents in Underserved Communities on public improvement projects.

Policy 1.4: Prioritize multimodal improvements, transit incentives, and neighborhood connectivity in Underserved Communities.

Program 1.A: Prioritize addressing the needs of Underserved Communities in the development of the City's 5-year Capital Improvement Plan.

Program 1.B: Prioritize the needs of those in Underserved Communities when developing Department workplans and budget recommendations. The departments shall coordinate to ensure consistency and reduce duplication of programs and services for the Underserved Communities and streamline efforts where feasible. Workplans should have specific, measurable goals with achievable deadlines. An analysis of spending in Underserved Communities versus the city at-large should be prepared every two years.

Program 1.C: Seek and support grants that will specifically help address issues in Underserved Communities such as safe housing, increased tree coverage, recreational resources, active transportation, environmental concerns, air quality, and other issues.

Program 1.D: Ease the permitting process for temporary street closures in Underserved Communities to facilitate farmers' markets, arts and craft fairs, bicycle and pedestrian events, and other public events. Inform residents and organizations in Underserved Communities of the permitting process and how to apply.

Program 1.E: Prioritize infrastructure funding allocated to the City from regional, statewide, and federal entities towards public improvement needs in Underserved Communities and to address climate change.

Program 1.F: In urban forest management planning, focus efforts for planting street trees in Underserved Communities.

Program 1.G: Consider community solutions for addressing concerns related to parking (e.g., idling and noise, parking availability challenges).

Program 1.H: Ensure that disaster preparedness planning as described in the Safety Element includes outreach in Menlo Park's Underserved Communities.

Environmental Justice Goal 2: Reduce pollution exposure and eliminate environmental inequities

Policy 2.1: Prioritize pollution reduction, air quality, and water quality programs that reduce inequitable exposure in Underserved Communities.

Policy 2.2: Maximize the positive impacts on environmental quality of Menlo Park's planning efforts.

Program 2.A: Work with the Bay Area Air Quality Management District (BAAQMD) and other agencies to improve quality of local air quality monitors and to minimize exposure to air pollution and other hazards in Underserved Communities.

Program 2.B: Work with any identified significant stationary pollutant generators to minimize the generation of pollution through all available technologies.

Program 2.C: Work with Caltrans to evaluate potential mitigation measures to reduce noise and air quality impacts from adjacent freeways and highways, particularly those impacting Underserved Communities.

Program 2.D: Review existing standard conditions of approval for discretionary projects and consider potential additions/enhancements that could further mitigate environmental issues that may arise during construction

Program 2.E: Consider amending the Zoning Code to allow neighborhood-serving retail uses within neighborhoods at key nodes to provide opportunities for retail services and micro-fulfillment within one-quarter mile of all residences. Permit these

neighborhood-serving uses with reduced parking requirements to encourage non-motorized travel to neighborhood retail.

Program 2.F: Work with Caltrans and other agencies to review truck routes and otherwise pursue reductions to diesel emissions in Underserved Communities.

Program 2.G: Implement and periodically update the City's 2030 Climate Action Plan to improve air quality and reduce greenhouse gas emissions.

Program 2.H: Ensure that zoning and other development regulations require adequate buffering between residential and industrial land uses.

Environmental Justice Goal 3: Equitably provide appropriate public facilities to individuals and communities

Policy 3.1: Prioritize public facility programs that provide appropriate public facilities in Underserved Communities.

Policy 3.2: Public facilities shall be accessible to all community members, especially those in Underserved Communities.

Policy 3.3: Support community health programs and best practices that increase access to public health resources for Underserved Communities.

Policy 3.4: Encourage a range of health services in locations that are convenient and accessible to the community.

Policy 3.5: Coordinate with local school districts, transit agencies, and other public agencies to provide adequate public facilities, improvements, and programs in Underserved Communities

Program 3.A: Ensure the City provides equitable public improvements (e.g., siting and funding) to Underserved Communities.

Program 3.B: Consider high-speed internet access as essential infrastructure to be provided in Underserved Communities. This is critical to reduce/eliminate inequities in communication and educational opportunities. The City can work with internet service providers to support affordable access for low-income households, potentially in partnership with neighboring jurisdictions or state agencies.

Program 3.C: Consider working with local stakeholders (such as school districts or companies) to analyze joint use agreements at local schools to enable recreational fields to be used by the community at appropriate times.

Program 3.D: Consider affordable childcare and after school care (particularly on-site after school care) as community amenities eligible for City funding support in Underserved Communities.

Program 3.E: Provide a park system that provides all residents of all ages, income levels, genders, and lifestyles, with access to parks, community centers, sports fields, trails, libraries, and other amenities.

Program 3.F: Ensure that new public facilities are well designed, energy efficient, maintained, and compatible with adjacent land uses.

Program 3.G: Support implementation of the City's Transportation Master Plan to create a network of safe, accessible (including ADA accessible where appropriate) and appealing pedestrian and bicycle facilities.

Program 3.H: Encourage local transit providers to establish and maintain routes and services that provide Underserved Communities with convenient access to health service facilities, where feasible.

Program 3.I: Continue to pursue strategies including partnerships with other transportation providers to provide a comprehensive system of para-transit service for seniors and people of all abilities and enhance service within the city and to regional public facilities, especially for access to health care and other needs.

Program 3.J: Identify means of support for a city-wide paramedicine program providing health care delivery, pop-up clinics, and home visits, especially to those most vulnerable or underserved, such as seniors and residents of Underserved Communities through partnering with health care services.

Program 3.K: Consider ways to provide a community health clinic in Belle Haven through partnerships or other agreements with a health care specialist.

Environmental Justice Goal 4: Promote access to affordable healthy and high-quality foods

Policy 4.1: Prioritize adequate food access to fresh and healthy foods for all residents, particularly those in Underserved Communities.

Program 4.A: Work with grocery stores and online food service delivery and meal providers to provide increased access to high-quality affordable and healthy food. Encourage and support the acceptance of SNAP (Supplemental Nutrition Assistance Program) and reduced or waived delivery fees to combat food insecurity.

Program 4.B: Encourage and facilitate the establishment and operation of a farmer's market(s), farm stands, ethnic markets, mobile health food markets, and convenience/corner stores (that sell healthy foods including fresh produce) in Underserved Communities.

Program 4.C: Encourage healthy food options at all municipal buildings and at City events where food is made available by the City.

Program 4.D: Encourage and simplify the process of developing community gardens within or adjacent to neighborhoods and housing development sites. This could include allowing community gardens as an amenity in required open space areas of new multifamily and mixed-use development projects, identifying properties suitable for community gardens on vacant or undeveloped lots, or other opportunities for community-supported agriculture within the community.

Program 4.E: Facilitate the installation of community gardens at senior centers and senior housing facilities.

Program 4.F: Inform low-income households and people experiencing homelessness about food assistance programs through fliers, community events, information at shelters and food banks, as well as other appropriate outreach methods and the Homeless Outreach Team.

Environmental Justice Goal 5: Provide safe and sanitary homes for all residents

Policy 5.1: Prioritize housing programs that provide safe and sanitary homes in Underserved Communities.

Policy 5.2: Maintain and develop safe and sanitary housing across all locations and affordability ranges.

Policy 5.3: Support housing development distribution throughout the city and not concentrated within Menlo Park's Underserved Communities.

Program 5.A: Identify and resolve, to the extent feasible, any potential toxic soil contamination, particularly in Underserved Communities.

Program 5.B: Support the Low Income Household Water Assistance Program (LIHWAP) administered by the California Department of Community Services and Development with outreach to potentially eligible households.

Environmental Justice Goal 6: Encourage physical activity and active transportation

Policy 6.1: Prioritize programs that encourage physical activity in Underserved Communities.

Policy 6.2: Support physically active lifestyles through investment in complete streets and multimodal transportation and safety in Underserved Communities, consistent with the General Plan Circulation Element.

Program 6.A: Identify and eliminate, where feasible, barriers to outdoor physical activity, such as damaged, incomplete, blocked, or littered sidewalks and bike paths, lack of safe street crossings and direct connections, excessive speeding, insufficient lighting, and lack of landscaping and shade trees along streets in Underserved Communities.

Program 6.B: Develop and implement education campaigns to increase the safety and comfort of people walking, bicycling and taking transit. These efforts should include education for people using all modes.

Environmental Justice Goal 7: Create equitable civic and community engagement

Policy 7.1: Prioritize civic and community engagement programs that enhance the participation and inclusion of Underserved Communities.

Policy 7.2: Keep residents informed about governmental meetings and actions.

Policy 7.3: Treat all members of the community fairly and promote equity and capacity building toward creating a healthy environment and just community.

Policy 7.4: Ensure transparency and accessibility in government and decision making.

Program 7.A: Promote capacity-building efforts to educate and involve traditionally underrepresented populations, including those in Underserved Communities, in the public decision-making process.

Program 7.B: Partner with community-based organizations that have relationships, trust and cultural competency with target communities to outreach on local initiatives and issues.

Program 7.C: Distribute City information such as numbers to call for enforcement, programs, housing needs, and general City information in Underserved Communities and in appropriate languages.

Program 7.D: Consider ways to ensure representation from all districts on City boards and commissions.

Program 7.E: Ensure that all City activities are conducted in a fair, predictable, and transparent manner.

Program 7.F: Inform the public on decisions – and seek feedback on decisions – using multiple communication methods, including traditional and online forms of communication.

Program 7.G: Proactively engage the community in planning decisions that affect their health and well-being.

Program 7.H: Evaluate protocols around scheduling of public meetings to allow for a wide range of participation options.

Program 7.I: Initiate outreach efforts as early as possible in the decision-making process before significant resources have been invested.

Program 7.J: Support local media, including alternative media, in publicizing accurate information and the community's opinions about planning efforts in the city.

Program 7.K: Inform the public on City-run and other programs that provide support for household rehabilitation, utility bill expenses, and other costs that put low-income households at risk of displacement.

Program 7.L: Utilize culturally appropriate approaches to public participation and involvement.

Program 7.M: Conduct broad outreach on public hearings that affect the environment in languages used by the community.

Program 7.N: Provide key written notices and other announcements in multiple languages.

Program 7.O: Offer interpretation services at key meetings and workshops on issues affecting the environment.

Program 7.P: Consider offering childcare at key meetings and workshops on environmental issues affecting entire neighborhoods and the city as a whole.

Program 7.Q: Periodically evaluate the City's progress in involving the broader community in decisions affecting the environment and quality of life.

Program 7.R: Conduct open meetings on issues affecting land use and the environment.

Program 7.S: Coordinate outreach efforts between City departments to avoid duplication and ensure that all Menlo Park community stakeholders receive notification and information.

Program 7.T: Develop educational workshops for City staff to understand social injustice and housing needs pertaining to equity, diversity, and inclusion.

Program 7.U: Consistently provide training for decision makers, City staff, applicants, and public on social justice issues that affect community members.

Program 7.V: Fund bias and sensitivity training for law enforcement who may interact with historically discriminated groups, particularly people with disabilities and developmental disabilities.

Program 7.W: Continually evaluate City laws, ordinances, practices that hinder equity.

Safety Element

The Safety Element is being updated at the same time as the Housing Element and the development of the Environmental Justice Element. The Safety Element update is a technical update to incorporate new requirements from the State of California.

Safety Element Goal: Assure a Safe Community

Safety Element policies cover the topic areas listed below. Specific implementing programs are associated with these topics.

- **General Safety**
- **Geologic and Seismic Safety**
 - **New Program: Review Approach to Buildings in High Seismic Areas**
- **Hazardous Materials**
- **Flood Control, Tsunami and Dam Safety**
- **Fire Safety**
- **Public Safety and Emergency Response**
 - **New Programs: Senior Outreach; Public Communication; Public Heat Respite; Heat Island Minimization**

Housing Element (Adopted January 31, 2023)

Housing Element

On January 31, 2023, City Council adopted and certified Menlo Park’s 6th Cycle, 2023-2031 Housing Element. The information below highlights City actions and programs that directly relate to Environmental Justice.

Table 4-26: Fair Housing Issue, Contributing Factors, and City Actions

This table describes identified Fair Housing Issues in Menlo Park, the factors that contribute to the fair housing issue, its priority level relative to other identified Fair Housing Issues, and City Actions that will be taken to remedy the Fair Housing Issue.

Fair Housing Issue	Contributing Factors	Priority Level	City Action
<p>A. Fair Housing Outreach</p> <p><i>(Housing Mobility)</i></p>	<ol style="list-style-type: none"> 1. Lack of outreach to seniors due to digital divide/unaware of available resources 2. Certain racial groups (Black/African American) and special needs populations (persons with disabilities, seniors, and female-headed households) have a higher incidence of fair housing complaints compared to their percentage of the City’s population as a whole¹ 3. More education needed by the public sector for residents to become familiar with available resources 	<p>Medium</p>	<p>City Action: By the end of 2023, have additional multilingual fair housing information posted at the Family Recreation Center on their digital platforms. Starting in 2024, hold an informational workshop at the Center once every two years.</p> <p>City Action: In 2024, with the support of Project Sentinel, conduct a fair housing information session for the City Council. Invite local nonprofits (e.g., Community Legal Services of East Palo Alto; Legal Aid Society of San Mateo County) to attend.</p> <p>City Action: At least twice during this Housing Element Cycle (2025 and 2028), work with Project Sentinel to contact rental property owners and managers of multifamily complexes to provide fair housing information and assistance. This outreach will include promoting the Section 8 housing voucher program to landlords in high resource areas that have not previously participated in the program and should include multi-lingual materials.</p> <p>City Action: Partner with an organization, such as the Government Alliance on Race and Equity (GARE), to provide racial equity training and build organizational capacity within the City to address racial inequity and advance opportunities for all in housing and other community matters (HE Program H5.I).</p> <p>City Action: Develop a Tenant Readiness Education Program or partner with a community organization that offers educational</p>

¹ Source: Project Sentinel Fair Housing Intake and Referral Statistics for Menlo Park Oct 2017 – Dec 2022.



Housing Element (Adopted January 31, 2023)

Fair Housing Issue	Contributing Factors	Priority Level	City Action
			<p>classes to prospective and existing renters on topics such as finding affordable housing, understanding the application and rental process, learning about fair housing regulations, and identifying other resources for financial and/or legal assistance related to rental housing (HE Program H5.H).</p> <p>City Action: Publish Fair Housing information, including any community meetings, on non-traditional media such as Facebook or Instagram, and conduct targeted outreach to tenants and other lower income populations in low and moderate resource neighborhoods east of Highway 101.</p> <p>Action Outcomes: Through the above steps, the City’s goal will be to increase the distribution of fair housing materials by at least 10 percent and to increase awareness of fair housing options among residents, including special needs groups and low income residents. Throughout the informational workshops and Council workshops, develop a comprehensive list of interested nonprofits, property owners and community members that can be utilized for future outreach. Seek to increase the number of Menlo Park residents counseled through Project Sentinel from an average of ten to twelve annually.</p>
<p>B. Need for Affordable Housing Options Throughout Menlo Park to Promote Mobility <i>(Housing Mobility/ New Opportunities)</i></p>	<ol style="list-style-type: none"> 1. High Levels of Overpayment 2. Availability of affordable housing options throughout the City, including those where rents and sales prices have become exclusive 3. Community concern about housing densities and equitable distribution of higher density development 	<p>High</p>	<p>City Action: In 2023, adopt the Housing Element, El Camino Real/Downtown Specific Plan, and updated mixed use and commercial zoning standards to provide geographically dispersed sites for 2,414 lower income units, fostering a more diverse community. Create objective design and development standards (2025) to help streamline the development review process.</p> <p>City Action: Support the dispersion of affordable housing throughout High Resource areas in Menlo Park through the City’s BMR Inclusionary Housing Regulations (HE Program H4.A), Affordable Housing Overlay (HE Program H4.D), and housing on City-owned parking lots (HE Program H4.G), providing sites for 1,936 lower and 587 moderate income units.</p> <p>City Action: Initiate a marketing program for homeowners on the benefits of ADUs and the availability of funds to support</p>

Housing Element (Adopted January 31, 2023)

Fair Housing Issue	Contributing Factors	Priority Level	City Action
			<p>development (2024) through the City's Newsletter and posting of the ADU application checklist on the City website, thereby expanding housing opportunities in areas that have traditionally only had single-family ownership housing. Work with a design professional to develop a tool with ADU designs (2024). Seek to produce at least 85 ADUs between 2023-2031, including 51 affordable to lower income households (HE Program H4.F)</p> <p>City Action: Implement the City's SB 9 Ordinance to expand the housing supply in high resource single-family zones by allowing for lot splits and duplexes. In coordination with research being conducted at the State level, evaluate opportunities to incentivize and provide funding assistance for homeowners to provide affordable units under SB 9 (2024). Seek to integrate at least five units annually in high resource single-family districts.</p> <p>City Action: In conjunction with the Community Outreach and Development Strategy to be completed in 2025, conduct outreach to property owners about opportunities for development under an SB 10 overlay. Adopt an SB 10 Ordinance and Overlay (2026) to allow up to 10 units to be developed on smaller residential parcels throughout the City, particularly in high resource transit-rich areas.</p> <p>City Action: Proactively market first-time homebuyer assistance available through the HEART program as a means of expanding homeownership opportunities among modest income residents, thereby fostering housing mobility. Add information on the HEART homeownership program to the City's website, and coordinate with HEART on additional opportunities to promote the program (Program H5.F).</p> <p>City Action: Work with the San Mateo County Department of Housing to implement the Section 8 Rental Assistance Program and, utilizing the best available City data for multi-family property owners, conduct outreach to property owners in high resource neighborhoods to encourage their participation in the rental assistance program (2024 and 2027).</p> <p>City Action: Require affordable developers receiving public funds to prepare an affirmative marketing plan, and encourage</p>

Housing Element (Adopted January 31, 2023)

Fair Housing Issue	Contributing Factors	Priority Level	City Action
			<p>private developers with affordable units in their projects to prepare an affirmative marketing plan. The affirmative marketing plan shall ensure marketing materials for new developments are designed to attract renters and buyers of diverse demographics, including persons of any race, ethnicity, sex, handicap, and familial status.</p> <p>Action Outcomes: Through implementation of the BMR Inclusionary Housing Ordinance, Affordable Housing Overlay, development on City-owned parcels, promotion of ADUs, allowance for lots splits and duplexes in single-family zones, and adoption of an ordinance to allow development up to 10 units on small lots, provide increased housing options throughout Menlo Park’s high resource neighborhoods to foster a more inclusive community. Provide adequate sites for over 2,414 lower income households, over 1,104 moderate income households, and over 3,046 above moderate income households, exceeding the City’s RHNA requirements.</p>
<p>C. Need for community conservation and revitalization in low and moderate resource neighborhoods located east of Hwy 101 (Council District 1)</p> <p><i>(Place based Strategies, Displacement)</i></p>	<ol style="list-style-type: none"> 1. Need for community revitalization strategies in targeted neighborhoods 2. Need for public investment in specific neighborhoods, including services and amenities 3. Challenges for housing/property upkeep due to financial/physical constraints. 4. High levels of overpayment create displacement risk 	<p>High</p>	<p>City Actions: Undertake public/private partnerships in support community investments in Council District 1, including the new Menlo Park Community Campus Project in Belle Haven being built by Meta to incorporate the former community center, senior programs, youth center (child care), pool and branch library. Complete project in 2023.</p> <p>City Action: Leverage private investment in Council District 1 to expand community amenities in the area through the use of community amenity funds from bonus level development in the Bayfront Area.</p> <p>City Action: Fund Habitat for Humanity’s Homeownership Preservation Program in the Belle Haven neighborhood, with a goal of assisting 20 very low-income homeowners to complete major rehabilitation improvements to their homes. To identify and engage homeowners in Belle Haven at greatest risk of displacement or harm due to the conditions of their homes,</p>

Housing Element (Adopted January 31, 2023)

Fair Housing Issue	Contributing Factors	Priority Level	City Action
			<p>Habitat will employ an outreach specialist and work closely with public and private agencies and organizations that serve the neighborhood and its residents. Initiate Homeownership Preservation Program in 2023 and complete within three years.</p> <p>City Action: Implement programs to protect tenants from displacement including: limits on rent increases and prohibiting evictions without just cause for tenants that have resided in their units for more than 12 months; offering tenant/landlord conflict resolution through Project Sentinel; providing relocation assistance where public funds are utilized; offering existing displaced households an opportunity to return to the new development; and enforcing replacement requirements when affordable units are removed on Housing Element sites (Government Code Sec. 65583.2(g)(3)). Develop an information sheet on tenant protections and post on the City's website and in the City newsletter (2024).</p> <p>Action Outcomes: Increased public and private investment in areas of Menlo Park that have been identified as low and moderate resource located east of Hwy 101 (Council District 1)</p>

Housing Element (Adopted January 31, 2023)

Housing Element Chapter 8 – Relevant Programs

These programs are a selection of the full list of programs in Chapter 8 (Goals, Policies and Programs) of Menlo Park’s 6th Cycle, 2023-2031 Housing Element. Each program has a responsible City party, a financing source, a discrete objective, and a timeframe for completion.

<b style="color: #2E8B57;">Program H2.A	<p><b style="color: #2E8B57;">Preservation of Assisted Housing.</p> <p>Prepare an ordinance requiring an 18-month notice to residents, the City, and the San Mateo County Department of Housing of all proposed conversions of subsidized housing units to market-rate rents. In addition, the City will initiate discussions with property owners of potential "at-risk" units at least 3 years prior to expiration to monitor tenant noticing requirements for compliance with State preservation notice law. If the units appear to be in danger of conversion or being lost as affordable housing, the City will establish contact with public and non-profit agencies interested in managing or purchasing the units to inform them of the project's status and inform tenants of any assistance available. In working with other agencies, the City will ensure that funding sources are identified and timelines for action are executed.</p> <p><i>Responsibility:</i> City Commissions; Planning Division; Housing Division; City Attorney; City Council</p> <p><i>Financing:</i> General Fund; Preservation funding as necessary (BMR funds, Affordable Housing and Sustainable Communities Program, HCD Portfolio Reinvestment Program, etc.)</p> <p><i>Objectives:</i> Adopt an ordinance for at-risk units. Preserve 92 low income units in Crane Place Apartments at risk of conversion in 2028, supporting the continued provision of affordable housing within Menlo Park’s high resource neighborhoods.</p> <p><i>Timeframe:</i> Adopt ordinance within one year of Housing Element adoption. Contact owners of Crane Place Apartments no later than 2025 to ensure compliance with state preservation notice law.</p>
<b style="color: #2E8B57;">Program H2.B	<p><b style="color: #2E8B57;">Amend the Zoning Ordinance to Protect Existing Housing.</p> <p>Consistent with state law, amend the Zoning Ordinance to reflect the Housing Element policy that limits the loss of existing residential units or the conversion of existing residential units to non-residential uses (see Policy H2.2). Zoning Ordinance changes and City activities should address residential displacement impacts, including the following:</p> <ol style="list-style-type: none"> a. Avoid contradicting the Ellis Act. b. Consider regulations used in other communities. c. Consider a modified replacement fee on a per unit basis or replacement of a portion of the units, relocation assistance, etc., to the extent consistent with the Ellis Act. d. Collaborate with the San Mateo County Department of Housing, HIP Housing, Mid-Pen Housing Corporation, and others to protect affordable units in Menlo Park. e. Consider rezoning of properties for consistency to match and protect their existing residential uses. <p>In addition, the City will require replacement of any units proposed for removal on Housing Element sites occupied by lower income households within the last 5 years consistent with those requirements set forth in density bonus law (Government Code 65915(c)(3)).</p>

Housing Element (Adopted January 31, 2023)

	<p><i>Responsibility:</i> City Commissions; Planning Division; City Attorney; City Council</p> <p><i>Financing:</i> General Fund</p> <p><i>Objectives:</i> Protect existing rental housing as part of infill implementation and other Zoning Ordinance changes</p> <p><i>Timeframe:</i> Within two years of Housing Element adoption</p>
<p>Program H2.C</p>	<p>Assist in Implementing Housing Rehabilitation Programs.</p> <p>Concentrate housing rehabilitation outreach and funding in the Belle Haven neighborhood to prevent existing housing units, both single-family houses and apartments, from deteriorating. As city infrastructure ages, rehabilitation efforts may be expanded more broadly throughout the city. City activities include the following:</p> <ol style="list-style-type: none"> a. Fund Habitat for Humanity’s Homeownership Preservation Program in the Belle Haven Neighborhood, providing housing rehabilitations valued at \$40,000-\$75,000 per home, with a goal of assisting 20 very low-income homeowners. To identify and engage homeowners in Belle Haven at greatest risk of displacement or harm due to the conditions of their homes, Habitat will employ an outreach specialist and work closely with public and private agencies and organizations that serve the neighborhood and its residents. b. Investigate possible use of housing rehabilitation loans to assist homeowners in bringing unpermitted accessory dwelling units (ADUs) up to health and safety codes. <p><i>Responsibility:</i> Planning Division; Building Division; Housing Division</p> <p><i>Financing:</i> BMR funds</p> <p><i>Objectives:</i> Utilize the City’s BMR funds to rehabilitate very low- and low- income housing. Assist at least 20 very low income homeowners in Menlo Park’s moderate resource neighborhoods.</p> <p><i>Timeframe:</i> Initiate Homeownership Preservation Program in 2023 and complete within three years.</p>
<p>Program H2.E</p>	<p>Anti-Displacement Strategy.</p> <p>Conduct outreach and meet with residents and organizations primarily in the Belle Haven neighborhood to develop an anti-displacement strategy that the City Council can adopt after review from the Housing Commission and Planning Commission. This strategy should reflect community engagement, potentially including research and tools such as community meetings, surveys and field visits in collaboration with local community organizations. It will include policies that could:</p> <ol style="list-style-type: none"> a. Increase housing quality while preventing evictions b. Consider neighborhood tenant preference for affordable housing c. Identify new sources of funding for anti-displacement efforts d. Develop localized anti-displacement programs that could accompany large-scale developments e. Provide deposit assistance, particularly for veterans f. Provide robust tenant education to connect tenants to housing supportive programs and ensure that tenants are aware of their rights by posting resources on the City’s housing website and other media g. Inform tenants of opportunities for rental assistance, such as revolving loan funds or external funding sources. Consider continuation of funding beyond 2024 for the Menlo Park Housing Assistance Program to provide emergency financial assistance to lower income tenants and homeowners facing displacement for reasons not addressed by the tenant relocation assistance ordinance or rental assistance related to impacts of COVID-19.

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	<p>h. Expand Just Cause Eviction provisions beyond current law to include tenants of any tenure</p> <p>i. Increase the time of rent relocation assistance</p> <p>j. Create an eviction monitoring and data collection program</p> <p><i>Responsibility:</i> Planning Division; Housing Division; Housing Commission; Planning Commission; City Council; City Attorney</p> <p><i>Financing:</i> General Fund; commercial linkage fees; BMR funds; outside funding</p> <p><i>Objectives:</i> Mitigate displacement in the city and provide financial assistance to tenants</p> <p><i>Timeframe:</i> Develop an anti-displacement strategy for the City, particularly in the Belle Haven neighborhood, and initiate program implementation by January 2024 beginning with items f., g., h., and i., and expanding to address other potential policies in the program through 2026.</p>
<p>Program H2.F</p>	<p>Childcare Allowances</p> <p>Update the Zoning Ordinance to allow large family day care by-right in all residential areas in conformance with California Health and Safety Code, Division 2 Licensing Provisions, Chapter 3.6 Family Day Care Homes, Section 1597.45. As part of this update the City will also consider the following:</p> <ol style="list-style-type: none"> 1) Reducing parking requirements for small and large family day care 2) Ways to encourage development of childcare facilities in multifamily development 3) Potential incentives for development of childcare facilities <p><i>Responsibility:</i> Planning Division; Housing Division; Housing Commission; Planning Commission; City Council; City Attorney</p> <p><i>Financing:</i> General Fund</p> <p><i>Objectives:</i> Support families with children, large families generally, and single-parent households</p> <p><i>Timeframe:</i> Update zoning code within 1 year of housing element adoption.</p>
<p>Program H3.B</p>	<p>Encourage Rental Housing Assistance Programs.</p> <p>Continue to publicize federal, state and local rental housing programs for special needs populations programs on the City's website. Work with the San Mateo County Department of Housing to implement the Section 8 Housing Voucher Program and, utilizing the best-available City data to identify multi-family property owners, conduct outreach to property owners in high resource neighborhoods to encourage their participation in the rental assistance program, thereby enhancing access to housing opportunities among lower income households. As appropriate, assist similar non-profit housing sponsor rental assistance programs. Information will be provided through the implementation of Housing Element Program H1.C and H5.C.</p> <p><i>Responsibility:</i> Planning Division; Housing Division; City Manager; San Mateo County Department of Housing and non-profit housing sponsors; U.S. Department of Housing and Urban Development (HUD)</p> <p><i>Financing:</i> Outside subsidy</p> <p><i>Objectives:</i> Provide assistance at current Section 8 funding levels to assist 230 extremely low and very low-income households per year (assumes continued funding of program)²</p> <p><i>Timeframe:</i> Property owner outreach in 2024 and 2027; Update website annually</p>

² Source of current Section 8 vouchers: Housing Leadership Council of San Mateo County, from the San Mateo County Department of Housing (Housing Authority)



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Program H3.L	<p>Large Units. Develop floor area ratio (FAR) bonuses to encourage the development of affordable developments with three or more bedrooms that are suitable for larger families. The City will be preparing an outreach handout for developers to identify the City's various housing requirements and incentives, and will incorporate information on large unit bonuses.</p> <p><i>Responsibility:</i> Planning Division; Planning Commission; City Council <i>Financing:</i> General Fund <i>Objectives:</i> Encourage the development of housing for large families <i>Timeframe:</i> Adopt large unit bonus within two years of Housing Element adoption, and post on City website in conjunction with developer guide</p>
Program H4.C	<p>Increase Commercial Linkage Fee. Evaluate and modify commercial linkage fee based on a nexus study and higher fees adopted by surrounding jurisdictions.</p> <p><i>Responsibility:</i> Planning Division, Housing Division; City Council; City Attorney <i>Financing:</i> General Fund <i>Objectives:</i> Increase local funding to support production of affordable housing <i>Timeframe:</i> Complete nexus study in conjunction with inclusionary nexus study (Program H4.A), and adopt linkage fee within two years of Housing Element adoption</p>
Program H4.G	<p>Prioritize Affordable Housing on City-Owned Parking Lots Downtown Promote housing development on underutilized City-owned parking lots in downtown and adhere to procedures consistent with the Surplus Lands Act to provide affordable housing developers a first right of refusal (AB 1486). Solicit proposals and conduct a feasibility study to assess which parking lots are most suitable for residential development (2023); issue RFP for affordable housing development on some or all of the parking lots sites, including information on City land write-down incentives (2024); complete development entitlements (2025); seek to complete development of 345 or more affordable housing units on a combination of parking lot sites (2027). The City of Menlo Park shall grant additional points to proposals that address the city's most difficult to achieve housing priorities including providing a greater number of extremely low-, very low-, low-, and moderate-income units, or committing to make a percentage of the units preferential for people with special needs who will benefit from coordinated on-site services, such as for people living with disabilities, including developmental disabilities.</p> <p><i>Responsibility:</i> Planning Division; Housing Division; City Attorney; City Commissions; City Council <i>Financing:</i> General Fund <i>Objectives:</i> Achieve the development of 345 affordable units on a combination of City-owned parking lot sites in the downtown, supporting the integration of affordable housing options in high resource areas of the community <i>Timeframe:</i> Initiate feasibility study (2023); Issue RFP for development (2024); Complete development entitlements (2025); Complete development (2027).</p>
Program H4.P	<p>Community Opportunity to Purchase. Adopt an ordinance that provides qualified non-profit organizations the right of first offer, and/or the right of first refusal to purchase buildings with five or more residential units or vacant land that could be developed into five or more residential units, within the city.</p>

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	<p><i>Responsibility:</i> Planning Division; City Council; City Attorney</p> <p><i>Financing:</i> General Fund</p> <p><i>Objectives:</i> Adopt a community opportunity to purchase ordinance. Increase opportunities for affordable housing development</p> <p><i>Time Frame:</i> Adopt ordinance by the end of 2024</p>
<p>Program H5.A</p>	<p>Fair Chance Ordinance. Adopt a Fair Chance Access to Housing Ordinance, which would prohibit housing providers from inquiring about or using criminal history and criminal background as a factor in the tenant selection process.</p> <p><i>Responsibility:</i> Planning Division; Housing Division; Housing Commission; Planning Commission; City Council</p> <p><i>Financing:</i> General Fund</p> <p><i>Objectives:</i> Expand renter protections</p> <p><i>Timeframe:</i> Within five years of Housing Element adoption</p>
<p>Program H5.B</p>	<p>Undertake Community Outreach When Implementing Housing Element Programs. Coordinate with local businesses, housing advocacy groups, neighborhood groups and others in building public understanding and support for workforce, special needs housing and other issues related to housing, including the community benefits of affordable housing, mixed-use, and pedestrian-oriented development. The City will notify a broad representation of the community, including people living with disabilities, including developmental disabilities, to solicit ideas for housing strategies when they are discussed at City Commissions or City Council meetings. Specific actions should be linked to the preparation and distribution of materials as identified in Program H5.C. Specific outreach activities may include:</p> <ol style="list-style-type: none"> a. Maintain the Housing Element Update mailing list and send public hearing notices to all interested public, non-profit agencies and affected property owners. b. Post notices at City Hall, the library, and other public locations. c. Publish notices in the local newspaper. d. Post information on the City's website. e. Conduct outreach (workshops, neighborhood meetings) to the community as Housing Element programs are implemented. f. Assure that Housing Commission meetings are publicized and provide opportunities for participation from housing experts, affordable housing advocates, special needs populations, and the larger community. g. Provide public information materials concerning recycling practices for the construction industry, as well as the use of recycled materials and other environmentally responsible materials in new construction, consistent with Chapter 12.48, Salvaging and Recycling of Construction and Demolition Debris, of the Municipal Code and California Building Code requirements. h. Provide public information materials about available energy conservation programs, such as the PG&E Comfort Home/Energy Star new home program, to interested property owners, developers, and contractors. i. Promote and help income-eligible households to access federal, state and utility income qualifying assistance

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	<p>programs.</p> <p>j. Provide public information materials to developers, contractors, and property owners on existing federal, state and utility incentives for the installation of renewable energy systems, such as rooftop solar panels, available to property owners and builders.</p> <p><i>Responsibility:</i> Planning Division <i>Financing:</i> General Fund <i>Objectives:</i> Conduct community outreach and distribute materials <i>Timeframe:</i> At least on an annual basis</p>
<p>Program H5.C</p>	<p>Provide Multilingual Information on Housing Programs. Promote the availability of San Mateo County programs for housing construction, homebuyer assistance, rental assistance, special needs housing and programs including for people living with disabilities, including developmental disabilities; shelters and services for people experiencing homelessness; and housing rehabilitation through the following means: (a) providing information on the City's website that is readily translatable into multiple languages that describes programs available in the City of Menlo Park and provides direct links to County agencies that administer the programs; (b) including contact information on County programs in City mailings and other general communications that are sent to residents, landlords, property owners, realtors, local banks; (c) maintaining multilingual information on programs at the City's public counters; (d) training selected City staff to provide referrals to appropriate agencies; (e) distributing multilingual information on programs at public locations (libraries, schools, etc.); (f) using the activity calendar and public information channel; and (g) continue using multilingual translation/interpretation services and providing additional financial compensation to multilingual staff working on housing programs. Information may include:</p> <ul style="list-style-type: none"> a. Fair Housing Laws, renter protections, and past discriminatory practices (including source of income discrimination) b. Rehabilitation loan programs c. San Mateo County Housing Authority information d. Housing programs, including rental assistance programs such as Section 8 e. Code enforcement f. Homebuyer assistance g. Foreclosure assistance h. Information about affordable housing i. Information about shelters, navigation centers, and other supportive programs for people experiencing homelessness <p><i>Responsibility:</i> Planning Division; Housing Division <i>Financing:</i> General Fund <i>Objectives:</i> Improve access to information on housing programs to persons with limited English proficiency <i>Timeframe:</i> Continue to provide readily translatable information on the City's webpage and work to provide written information and handouts on the City's key housing programs in multiple languages by</p>

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	December 2024.
Program H5.D	<p>Address Rent Conflicts. Provide for increased use and support of tenant/landlord educational and mediation opportunities by continuing to fund and refer residents to Project Sentinel, as well as other non-profits that handle fair housing complaints. Support Project Sentinel in expanding fair housing outreach to residents and landlords (refer to specific actions in the AFFH)</p> <p><i>Responsibility:</i> Planning Division; Housing Division; City Manager; City Attorney <i>Financing:</i> General Fund <i>Objectives:</i> Increase awareness among residents, including low income and special needs populations, of available resources for addressing rent conflicts and fair housing complaints <i>Timeframe:</i> AFFH Actions: Provide multilingual fair housing information at City facilities (2023); Conduct informational workshops at the Family Recreation Center and before City Council (2024, 2026); Provide fair housing information to rental property owners (2025, 2028)</p>
Program H5.E	<p>Publicize Fair Housing Laws and Respond to Discrimination Complaints. Promote fair housing opportunities for all people and support efforts of City, County, State and Federal agencies to eliminate discrimination in housing by continuing to publicize information on fair housing laws and State and federal anti-discrimination laws. Below are specific aspects of this program:</p> <ol style="list-style-type: none"> a. Discrimination complaints will be referred to the appropriate agency. Specifically, the City will continue to work with Project Sentinel, Community Legal Services of East Palo Alto, Legal Aid Society of San Mateo County and the San Mateo County Department of Housing in handling fair housing complaints. Calls to the City are referred to these resources for counseling and investigation. These resources also provide direct fair housing education to Menlo Park residents. b. Enforce a non-discrimination policy in the implementation of City-approved housing programs. c. Information regarding the housing discrimination complaint referral process will be posted on the City's website and available for the public and City staff. d. As needed, the City will reach out to lenders to increase the flow of mortgage funds to city residents. <p><i>Responsibility:</i> Planning Division; Housing Division; City Manager; City Attorney <i>Financing:</i> General Fund <i>Objectives:</i> Affirmatively further fair housing by increasing awareness among residents, including low income and special needs populations, of available resources for addressing fair housing issues <i>Timeframe:</i> AFFH Actions: Provide multilingual fair housing information at the Family Recreation Center (2023); Conduct informational workshops at the Center and before City Council (2024, 2026); Provide fair housing information to rental property owners (2025, 2028)</p>
Program H5.F	<p>First-Time Homebuyer Program. Continue the City's partnership with the Housing Endowment and Regional Trust of San Mateo County (HEART) to offer first-time, moderate-income homebuyers down-payment assistance loans for homes purchased in the city. Add information on the HEART homeownership program to the City's website, and coordinate with HEART on additional opportunities to promote the program.</p>

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	<p><i>Responsibility:</i> Planning Division <i>Financing:</i> HEART; Meriwest (or other bank affiliated with the program) <i>Objectives:</i> Provide opportunities for moderate income first-time homebuyers to reside in the community, thereby fostering housing mobility. <i>Timeframe:</i> Conduct program outreach by December 2024</p>
Program H5.G	<p>Improve Access to City Law. Improve ease of access for the public to find fees, zoning, and development standards on the City website. This will include an easily-locatable landing page that provides basic information and reference links and is translatable through web-based translation services (i.e. Google Translate).</p> <p><i>Responsibility:</i> Planning Division <i>Financing:</i> General Fund <i>Objectives:</i> Have a one-stop landing page for development information that can be easily understood by developers and members of the public <i>Timeframe:</i> Develop website by December 2024</p>
Program H6.E	<p>Explore Multimodal Improvements. Identify multimodal improvements in the city that support housing development. This includes pedestrian and bicycle improvements, transportation demand management programs, and coordination with neighboring cities and transit providers to explore investments that provide multimodal connections to regional destinations.</p> <p><i>Responsibility:</i> City Manager; Public Works, City Attorney; City Council <i>Financing:</i> General Fund; outside funding sources <i>Objectives:</i> Coordinate with Redwood City on potential pedestrian and bicycle improvements <i>Timeframe:</i> Within three years of Housing Element adoption</p>
Program H6.F	<p>Transit Incentives. Integrate transit demand management strategies for all residential development to increase access to transit and reduce vehicle trips and parking demand.</p> <p><i>Responsibility:</i> Planning Division <i>Financing:</i> General Fund <i>Objectives:</i> Reduce vehicle trips and parking demand and increase use of alternative forms of mobility <i>Timeframe:</i> Ongoing on a project-by-project basis</p>
Program H6.G	<p>Neighborhood Connectivity. Invest in neighborhood connectivity, walkability, and access to services, healthy food, and recreation, particularly in low-resource neighborhoods east of US-101, to improve access and reduce the division of the urban form produced by the highway. Coordinate and prioritize activities with consideration of the City's capital improvement projects list.</p> <p><i>Responsibility:</i> Planning Division; Public Works; Planning Commission; City Council <i>Financing:</i> State Cap and Trade; General Fund; State and Federal grants; project impact fees <i>Objectives:</i> Reduce disparities in access to opportunities <i>Timeframe:</i> Identify project priorities annually through coordination with the City's capital improvement projects list; implementation of the projects shall be ongoing throughout the planning period</p>