

# APPENDICES



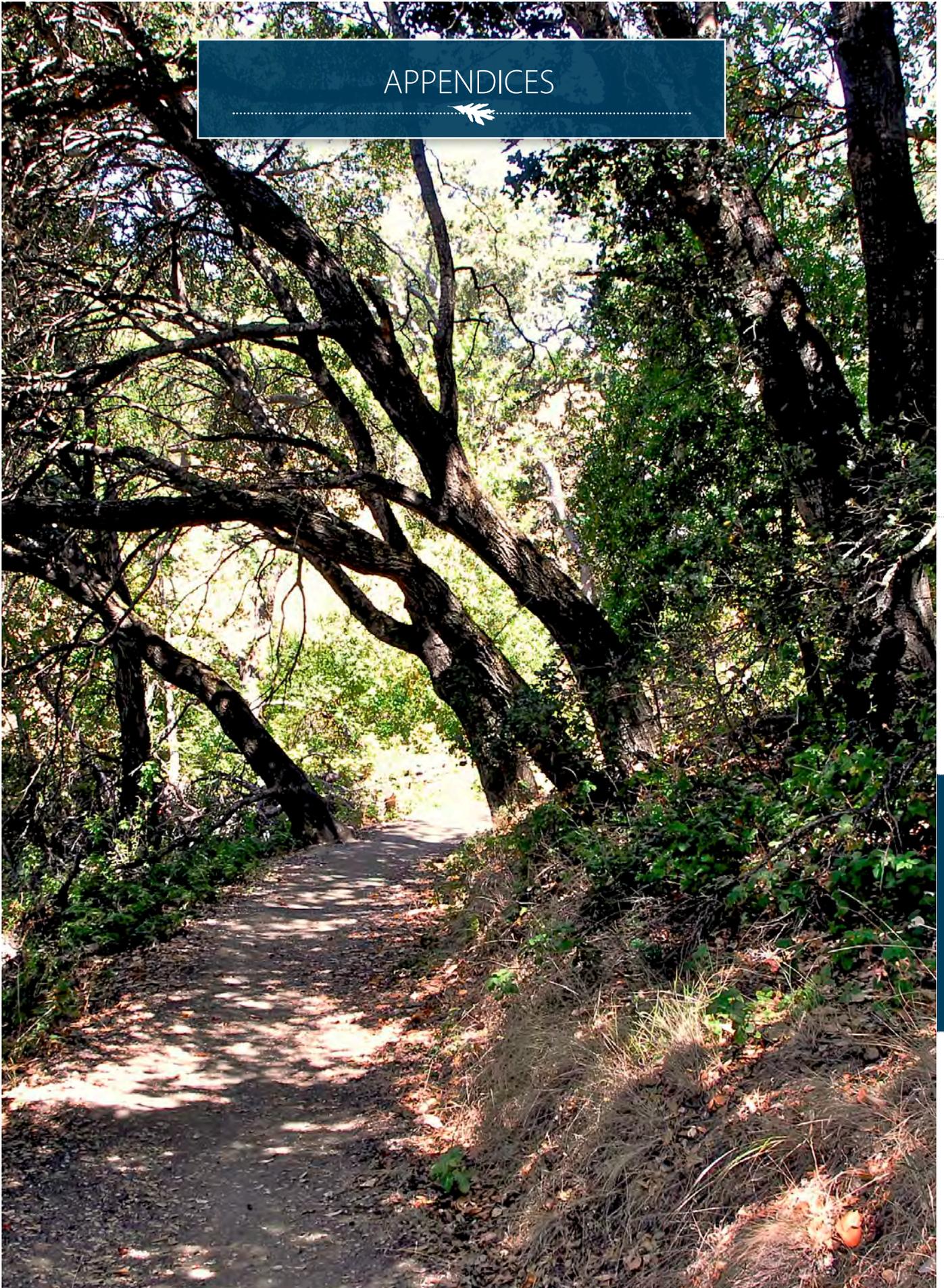
HISTORIC OVERVIEW

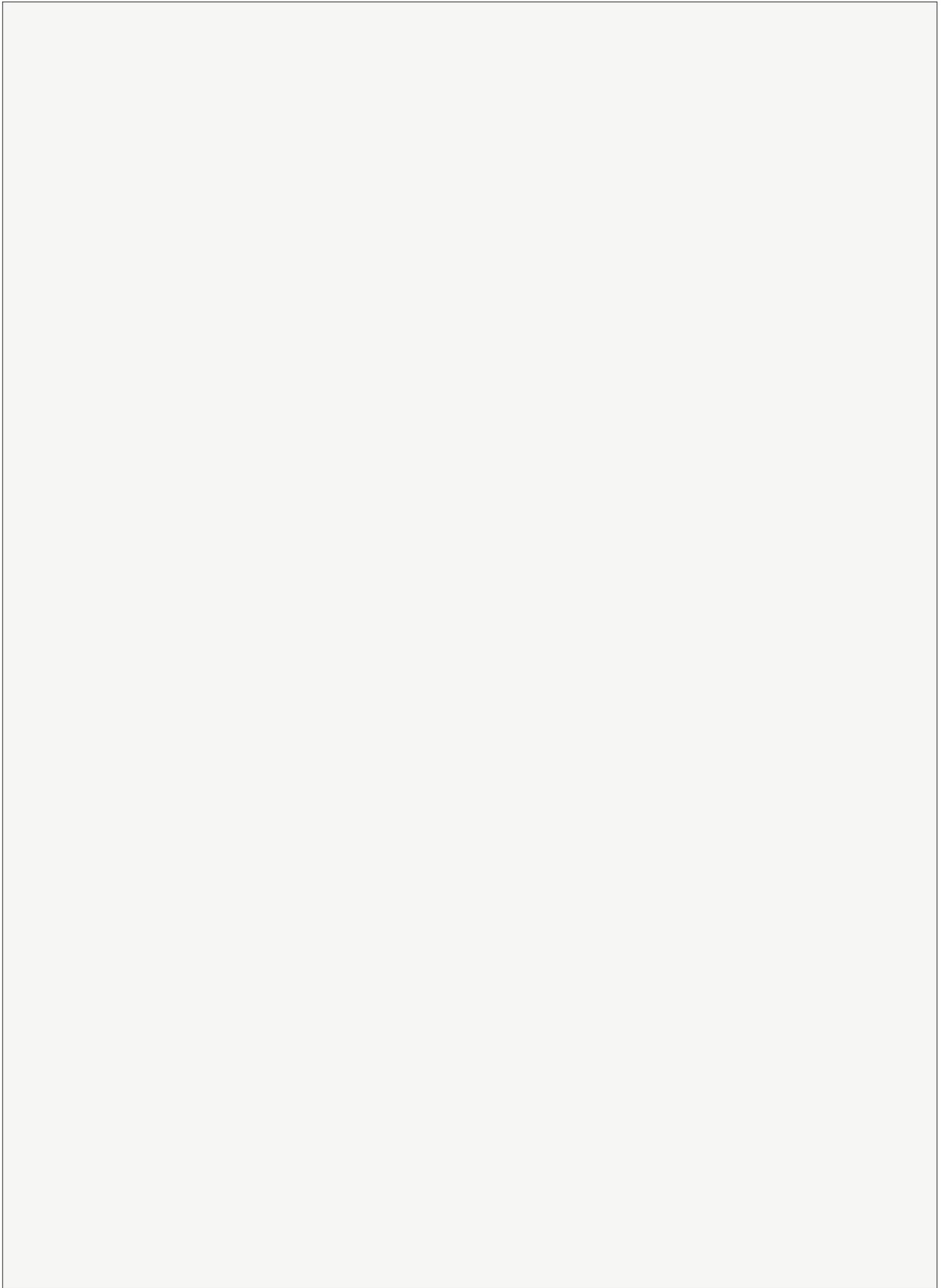
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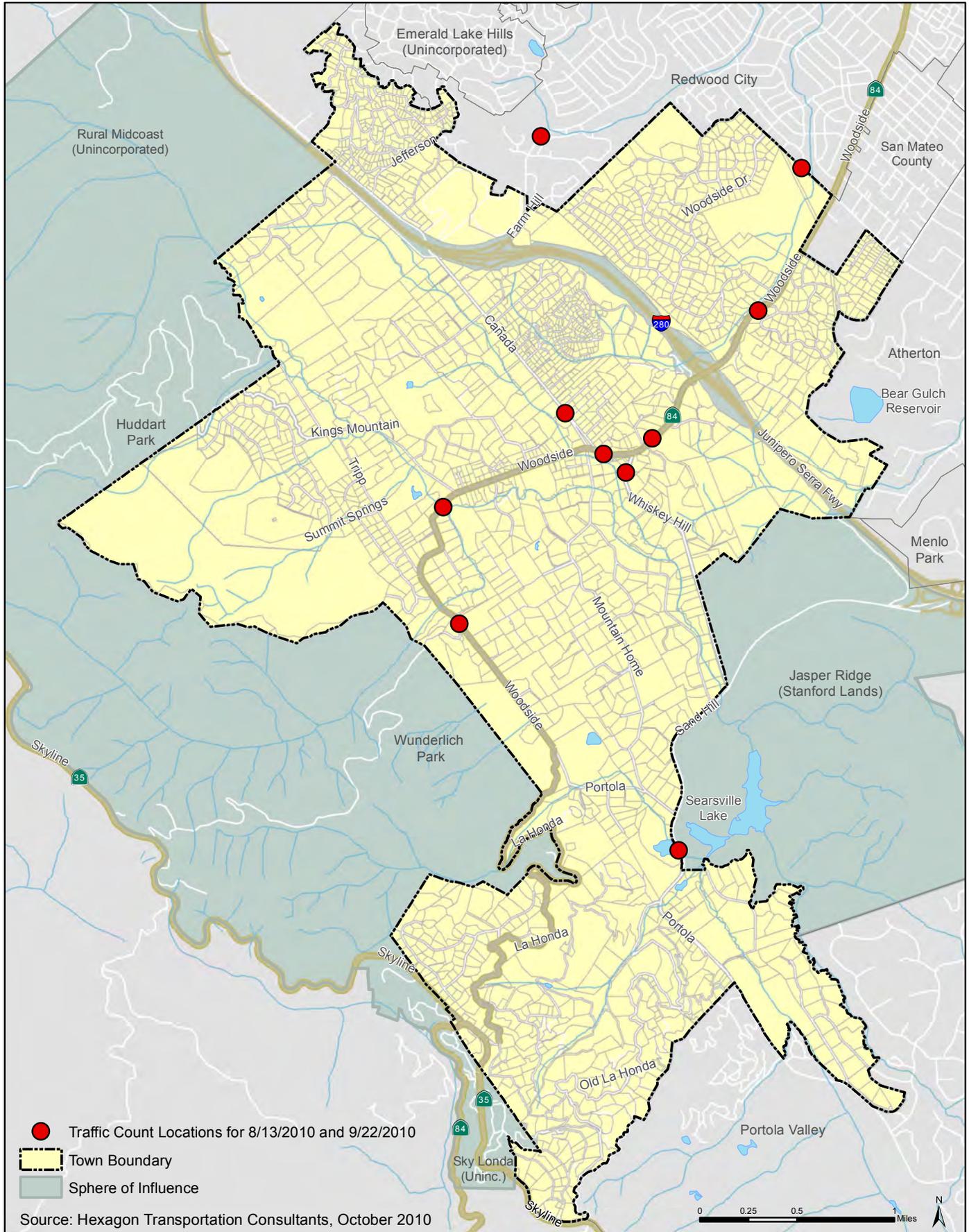
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# HOUSING APPENDIX A

## REVIEW OF 2003 HOUSING PROGRAMS

The programs and actions described below were part of the 2003 Housing Element. While updating the Housing Element, Town staff has reviewed the existing programs for their appropriateness, effectiveness and progress in implementation. These findings are presented on the following pages, and supplement the evaluation of the progress made since 2003 in Section I of the Housing Element.

### A. Public Information and Involvement

#### 1. Mapping of Adequate Sites for Housing

Program: Maintain an inventory of sites available for housing development.

Evaluation: The Town staff has continued to maintain the Town's parcel database with information about each parcel in Town. It is available to the public at any time. In addition, available land information is summarized every 5 years to coincide with the Housing Element update (see Housing Appendix D).

#### 2. Citizen Input Regarding Development of Affordable Housing

Program: Involve a representative cross-section of Woodside residents and obtain their input on the housing projects, policies and programs.

Evaluation: The Town has a longstanding practice of extensive public noticing for all issues of importance and interest within the community, including affordable housing projects, policies, and programs. The Town not only utilizes traditional advertisements in the local newspaper ("The Almanac"), but also mails agenda postcards to each household within the Town when housing issues of community concern are being discussed by the Planning Commission and/or Town Council. For the 2003 Housing Element update and adoption, three separate postcards were sent to inform residents of hearings before the Planning Commission and Town Council. When implementing actions, such as Municipal Code amendments, were pending Planning Commission and Town Council consideration, focused postcards summarizing the proposed actions and urging participation were sent to every Town residence. In addition, the Town utilized both its quarterly newsletter ("The Woodsider") and the Town's website ([www.woodsidetown.org](http://www.woodsidetown.org)) to advertise these public meetings, encourage input, and disseminate information. Individual notice and information was also provided to the various neighborhood and homeowners' associations about these proposals and related public meetings.

#### 3. Public Outreach Program for Affordable Housing and Assistance

Program: Provide public information regarding the construction of new affordable units (accessory living quarters) in Town and the availability of County programs to provide assistance to low and moderate income households.

Evaluation: The Town provides public information in its handout kiosk at Town Hall regarding the process and incentives for developing and preserving accessory living quarters for rental, family quarters, or caretaker purposes. The Town similarly maintains information regarding all of the County of San Mateo's various programs available to low and moderate income Town

residents, seniors, and the disabled. Such housing-related information is also regularly included in the Town's quarterly newsletter, which is sent to every Town residence and business, and on the Town's web site.

## B. San Mateo County Housing Programs

### 4. Shared Housing

Program: Enable residents to remain in or to live in Woodside in a shared housing arrangement.

Evaluation: In 2008, the Town renewed its Cooperation Agreement for the Town's participation in the County of San Mateo's Housing and Community Development Program, extending it to June 30, 2011. The Town has continued to support the use of Community Development Block Grant (CDBG) funds by San Mateo County to implement the Home Sharing Program. This service matches people needing housing and people owning a home who desire additional income and/or companionship. The Town made information about the Home Sharing program available at Town Hall and publicized the effort through the Town's public information program.

### 5. Reverse Annuity Mortgages

Program: Provide mechanisms to ensure that homeowners can continue to live in their home for as long as they want.

Evaluation: As previously reported, the Town renewed its Cooperation Agreement for the Town's participation in the County of San Mateo's Housing and Community Development Program in 2008, extending it to June 30, 2011. The Town has continued to encourage CDBG funding to help support the County's Reverse Annuity Mortgages (Home Equity Conversion) program, allowing seniors to convert the equity in their homes into regular monthly income, without giving up their property. This program provides seniors with information about home equity conversion options, helps with the paper work, and provides financial analysis and consultation. The Town maintains information regarding the program at Town Hall, and occasionally publicize its availability in the quarterly newsletter and on the Town's web site.

### 6. Senior Home Repair Service

Program: Provide information to the public about local organizations which offer home repair services for seniors, to make it easier for seniors to remain in their homes and to help maintain the housing stock.

Evaluation: The Town provides information at Town Hall regarding the numerous Senior Centers in San Mateo County that offer assistance in home repairs. Some of these programs offer subsidized services and others maintain a list of skilled workers (e.g. plumbers) who charge below market rates. Information is also provided about San Mateo County's Home Repair Program, which assists low and moderate income homeowners in rehabilitating their residences. These services are occasionally publicized in the quarterly newsletter and on the Town's web site.

### 7. Housing Accessibility for Disabled Persons

Program: Enable mobility-impaired persons to access their homes.

Evaluation: The Town has continued to recommend that San Mateo County direct CDBG funds to support its Housing Accessibility for Disabled Persons program at the Center for Independence of the Disabled. When received, the Town

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directed inquiries for house modifications for the disabled to the County program. Public information regarding the program is available at Town Hall and occasionally publicized in the Town's quarterly newsletter and on the Town's web site.

#### 8. Senior Citizen Property Tax Postponement Program

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

Evaluation: The Town has continued its support of this program, which provides seniors with a means of postponing property taxes, with the benefit of extending the length of time they can remain in their homes. All inquiries received were directed to the County Tax Collector's Office, and information regarding the program was made available at Town Hall and occasionally publicized in the Town's quarterly newsletter and on the Town's web site.

### C. Conservation, Rehabilitation and New Construction

#### 9. Housing Enforcement

Program: Ensure that the housing stock is well-maintained, that new houses conform with building codes and that any violations are brought into conformance in a timely manner.

Evaluation: The Town augmented its code enforcement program in 2007, adding a full-time Community Preservation Officer to the staff. This new staff member, in tandem with the Town's planning, building inspection, and engineering functions, followed up on complaints regarding housing conditions, with an emphasis on maintaining existing housing stock. When applicable (e.g., low income households or limited income seniors), the property owner was referred to San Mateo County to determine if funds for housing improvements were available.

#### 10. Rehabilitation and Expansion of Existing Housing Stock

Program: Encourage the private sector to rehabilitate and construct new housing through the Town's policies and programs, and inform low and moderate income residents about the County's Rehabilitation Loan Program.

Evaluation: Construction of new housing units will be sufficient to meet the regional housing needs identified by ABAG. In addition, the Town anticipates remodels and additions to at least as many existing structures during the study period. Where low-income households are unable to afford rehabilitation, they will be referred to the County for qualification under the Rehabilitation Loan Program. The Town will maintain information at Town Hall regarding this program, and will occasionally publicize the availability of the program in the quarterly Town newsletter and on the Town's web site.

#### 11. Conservation of Existing Affordable Housing

Program: Conserve the existing affordable housing stock.

Evaluation: Existing limitations on house size were maintained in all zoning districts, encouraging the retention of existing smaller homes where possible, especially in the R-1 zone. The Town also continued to approve setback exceptions and variances, as appropriate, in recognition of limitations on existing structures and providing for the remodeling of or small additions to existing structures, rather than their demolition and the construction of new structures.

## D. Special Housing Needs

### 12. Provision of Housing for Seniors

Program: Facilitate the accommodation of senior housing opportunities within the context of the Town's single-family setting.

Evaluation: The Town continued to encourage and to permit accessory living quarters in order to enable seniors to live in Woodside in an extended family situation or in a rental unit. Further, as was referenced previously, the Town continued to encourage and facilitate senior living in Woodside by supporting and publicizing County programs such as: Reverse Annuity Mortgages, Shared Housing, and Senior Home Repair Services. No requests to develop senior living facilities in the Town have been received by the Town since the adoption of the 2003 Housing Element.

### 13. Equal Housing Opportunities

Program: Promote equal housing opportunity.

Evaluation: The Town has continued to support the Mid-Peninsula Citizens for Fair Housing, which promotes equal housing opportunity, and has made information available to the public at Town Hall, in the Town newsletter, on the web site, and at the library, regarding the availability of fair housing services. No housing discrimination complaints were received by the Town since the adoption of the 2003 Housing Element.

### 14. Emergency Shelters and Transitional Housing

Program: Modify the Zoning Code to allow for emergency shelters and/or transitional housing in the CC (commercial) zone district, as a conditional use.

Evaluation: The Town Council adopted Ordinance 2005 – 525, a formal amendment to the Municipal Code (Chapter 153: Zoning) on April 12, 2005, allowing for emergency shelters and/or transitional housing in the CC (commercial) zone district, as a conditional use.

## E. Affordable Housing Opportunities

### 15. Accessory Living Quarters (Second Units) Regulations

Program: Modify the Zoning Code to provide greater flexibility in the construction of accessory living quarters, including rentals and caretakers quarters, sufficient to meet the Town's regional housing needs for "moderate" income housing (8 units total).

Evaluation: The Town Council adopted Ordinance 2005 – 525, a formal amendment to the Municipal Code (Chapter 153: Zoning) on April 12, 2005. This amendment, in part, revised the "accessory living quarters" provisions of the Zoning Code to 1) allow living units in barns, including in the R-1 zone, 2) streamline ASRB review for affordable units, and 3) increase the allowable maximum size of rental units in relation to lot size and environmental constraints.

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#### 16. Incentives for “Affordable” Accessory Living Quarters (Second Units)

Program: Modify the Zoning Code to provide incentives to encourage the construction of “affordable” accessory living quarters adequate to meet the Town’s regional housing needs for “very-low” and “low” income housing (8 units total).

Evaluation: Although not yet implemented, the Town Council has formally authorized the Town Staff to develop modifications to the Town’s Fee Schedule, in order to provide for fee waivers for accessory living quarters in exchange for restricting rental rates for a period of at least 15 years. Seventy-five percent (75%) of all planning and building fees would be waived for units restricted to “low” income levels, and one hundred percent (100%) of all fees would be waived for units restricted to “very-low” income levels. The Town has engaged the services of a consultant to update its entire Fee Schedule, which was last updated in 1995, and these housing-related changes will be made within that context. It is anticipated that the revised Fee Schedule will be completed in mid-2009.

#### 17. Monitoring of “Affordable” Unit Restrictions

Program: Develop a program for monitoring and enforcing “affordable” unit restrictions, either in-house or under contract with another agency, and a method of recovering administrative costs.

Evaluation: Following the implementation of Program 16, the Town will explore the feasibility of contracting with San Mateo County’s Housing Authority, the City of Redwood City, the City of Menlo Park, and/or the Mid-Peninsula Housing Coalition, for monitoring and enforcement of the “affordability” restrictions that will arise from the granting of fee waivers for “low” and “very-low” income level rental accessory living quarters. If the option of contracting is not available, then the Town will allocate staff to undertake these responsibilities. In addition, the Town will consider a minor surcharge on development permits (except those providing “affordable” units) to cover the costs of administering the housing program. The Town Attorney will draft a standard agreement for rental restrictions, including enforcement and cost reimbursement provisions.

#### 18. “Affordable” Housing Opportunities for Public, School and Equestrian-Related Employees

Program: Develop a program to maintain a list of local public employees (e.g., fire, sheriff, and Town employees), school teachers and staff, and equestrian-related workers and professionals (e.g., blacksmiths, veterinarians) interested in rental of “affordable” units, and assure that interested landlords and those personnel share information about vacancies.

Evaluation: The Town has held formal discussions with representatives of the Woodside Elementary School District and the Woodside Fire Protection District about the creation of such a list and has determined that there is some interest in proceeding with this undertaking. Town staff will continue to work with those agencies and the San Mateo County Sheriff’s Office, the equestrian community, and perhaps other local agencies to develop an ongoing system of identifying employees who are interested in and would qualify for restricted “affordable” housing units. The Town will also coordinate with landlords and the designated monitoring agency to assure that every early opportunity is made to connect these personnel with the landlords when a vacancy arises.

#### 19. Cañada College Potential Housing Sites

Program: Cooperate and coordinate with Cañada College in the event that the College wishes to provide housing on surplus campus parcels.

Evaluation: Cañada College and the Town worked together in 2008 to ensure that the college was able to develop affordable faculty and staff rental housing on surplus campus property. The Town actively participated in the public review and approval process for the project and facilitated the discussions with neighboring property owners to address design and environmental issues.

## F. Consistency with State Requirements

### 20. Encouragement of Energy Conservation

Program: Encourage residential energy conservation.

Evaluation: The Town continued to require compliance with Title 24 of the state's building regulations and, in addition, disseminated energy conservation information available from other agencies, such as PG&E's solar subsidy program and energy audits. The Town took a proactive role in encouraging and facilitating the installation of solar technologies on residential properties.

### 21. Density Bonus

Program: Develop a density bonus ordinance and/or other incentives to provide affordable housing.

Evaluation: As discussed in Program 16, the Town is in the process of developing fee waivers where affordable rental accessory living quarters are provided.

### 22. Mobile/Manufactured Homes

Program: Modify the Town's Zoning Code, as it pertains to mobile homes and manufactured homes, to be consistent with state law.

Evaluation: The Town Council adopted Ordinance 2005 – 525, a formal amendment to the Municipal Code (Chapter 153: Zoning) on April 12, 2005, allowing for "manufactured housing" as a permitted use in a residential district, subject only to the same development standards and review requirements as any other single-family residence, including, but not limited to, building setback standards, vehicle parking, minimum square footage requirements, and design review.

### 23. Access for Disabled Persons

Program: Modify the Town's Zoning Code to specify that group homes with six (6) or fewer persons are permitted uses in all residential districts, as required by state law. Also modify the Zoning Code to provide an exception process whereby the Planning Director is authorized to administratively approve minor deviations for retrofitting existing residences for adequate access for disabled persons.

Evaluation: The Town Council adopted Ordinance 2005 – 525, a formal amendment to the Municipal Code (Chapter 153: Zoning) on April 12, 2005. This amendment revised the Zoning Code to include group homes of fewer than six (6) persons as a permitted use, by right, in all residential districts. Section 153.063 was added to the Zoning Code that provides that the Planning Director is authorized to approve, without public hearing, minor deviations from setback, paved area coverage, floor area, and/or house size limitations where determined to be needed to retrofit existing residences for adequate access for disabled persons.

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## G. Inter-Agency Coordination

### 24. Sewage Capacity/Septic System Failures

Program: Assure that priority for sewer service is provided to areas of Town with failing septic systems, and explore additional capacity needs with Redwood City and San Mateo County if an affordable housing project is proposed.

Evaluation: The Town continued to implement its policy to allocate limited sewer treatment and collection capacity to provide service for areas with failing septic systems, as well as those sites entitled to service due to prior sewer assessments. On April 24, 2007, the Town Council adopted Ordinance No. 2007-537, expanding the population of parcels that qualify for allocation of limited sewer treatment and collection capacity, in order to preserve existing housing stock threatened by failed or failing on-site septic systems.

### 25. Coordination with Other Jurisdictions

Program: Collaborate and coordinate with other jurisdictions on housing and related issues that impact adjacent communities.

Evaluation: The Town participated in multi-jurisdictional conferences and other formal and informal efforts which focused on the need to meet housing needs. Additionally, in 2005, the Town Council approved the Town's membership in the Housing Endowment and Regional Trust (HEART) of San Mateo County, a cooperative regional approach to raising funds to support the construction of affordable housing within the County.

### 26. Housing Element Annual Report

Program: Provide an annual report to the State's Department of Housing and Community Development.

Evaluation: The Town has not implemented this program because of staff turnover and other unforeseeable constraints.

**Table A1: Progress in Meeting Quantified Housing Objectives 1999-2006**

	Above Moderate Income	Moderate Income	Low Income	Very Low Income
ABAG Regional Housing Needs 1999-2006	25	8	3	5
Units Constructed 1999-2006 <sup>1</sup>	31	9	9	9
Housing Need Met	124% (31/25)	113% (9/8)	300% (9/3)	180% (9/5)

<sup>1</sup>Assumes second units built between 1999-2006 were affordable to very-low (1/3), low (1/3), and moderate (1/3) income households, based on 1999 Second Unit Survey and "Affordability of Second Units in San Mateo County" report prepared by Baird and Driskell Community Planning on October 24, 2008.

Source: Town of Woodside building records (2007-2008).

**Table A2: Progress Toward Meeting Quantified Housing Objectives 2007-2014**

	Above Moderate Income	Moderate Income	Low Income	Very Low Income
ABAG Regional Housing Needs 2007-2014	16	8	7	10
Units Constructed 2007-2008 <sup>1</sup>	5	2	2	2
Housing Need Met	31% (5/16)	25% (2/8)	29% (2/7)	20% (2/10)

<sup>1</sup>Assumes second units built between 2007-2008 were affordable to very-low (1/3), low (1/3), and moderate (1/3) income households, based on 1999 Second Unit Survey and "Affordability of Second Units in San Mateo County" report prepared by Baird and Driskell Community Planning on October 24, 2008.

Source: Town of Woodside building records (2007-2008).

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## HOUSING APPENDIX B

### ACCESSORY LIVING QUARTERS AND SECOND DWELLING UNIT SURVEY

#### SUMMARY OF RESPONSES

This report presents the results of a survey of Town of Woodside residents, conducted during July and August, 2000. Approximately 3,000 survey forms were mailed to residents (some of whom live outside the Town limits in unincorporated San Mateo County), and 560 were returned, representing a return rate of approximately 18.7%. The raw data from the survey was compiled on a Microsoft Access database, and the summary Maps from that analysis are shown on a copy of the survey (attached). Also attached is a printout of all of the 195 comments made by respondents.

#### LIMITATIONS OF THE SURVEY

While the number of returns may be high enough to be statistically significant, it is not suggested and would not be appropriate to assume that the responses could be extrapolated for the remainder of the Town. In particular, the overall percentage response is low, some of the questions are subjective in nature, and the responses are probably not “random” in that many respondents were probably those with a personal interest in the issue at hand. These factors would make a straight extrapolation of, for instance, the total number of second dwelling units in Town, a risky projection. The information provided should be useful, however, in determining a level of interest in accessory living quarters and second dwelling units, constraints to their production, and incentives that might be available to encourage such units. The survey also provides a good variety of public comments about the various issues related to these units.

Also, there are some totals of responses which may not add up to sums of subsets of those responses. This is due to a lack of answers to some questions, and/or perhaps a lack of understanding of some of the questions. The analysis did not attempt to infer accurate responses, but simply recorded the answer given (with a few exceptions where it was obvious, such as a response that a second dwelling unit exists, but then indicating “0” for the total number of such units, which was corrected to read “1”).

#### EXISTING ACCESSORY LIVING QUARTERS

Of the 560 respondents, 209 (37.3%) indicated that they have at least one existing accessory living quarters on their site. Of those, 27 stated that they have 2 living quarters, 3 have 3 living quarters, and 1 has 4 living quarters, resulting in a total of 242 accessory living quarters on the 209 properties.

Of those 242 living quarters, 57 were noted as being attached to the main residence, 176 are detached structures, and 11 are included as part of a barn. 133 of the total (55% of 242) are occupied, and the remainders are used for guest quarters or offices/workshops, or are currently vacant. The primary use of the living quarters was stated to include:

Use	Number	Percentage
Rental	49	20%
Guests	68	27%
Family members	60	24%
Caretakers/Employees	55	22%
Other (office, workshop, etc.)	16	6%
Total	248	

A total of 211 residents were noted to live in the existing accessory living quarters. The age of those residents was indicated as follows:

Age	Number	Percentage
Less than 16 years	27	13%
16-30 years	38	18%
31-55 years	114	54%
55+ years	30	14%
Don't know	2	1%
Total	211	

The accessory living quarters vary in size, but tend to be on the smaller end of the range, as follows:

Size	Number	Percentage
Less than 720 sf	115	48%
720-1,200 sf	98	41%
1,200-1,500 sf	23	10%
More than 1,500 sf	4	2%
Total	240	

Most accessory living quarters include one bedroom (122 responses), with most of the remainder split equally between studios (no bedrooms) and two bedroom units. Only 8 living quarters had 3 or more bedrooms. The vast majority of the respondents with living quarters indicated that they were constructed prior to 1985 (151 responses), with the remainder split relatively evenly among the 1985-90, 1990-95, and 1995-2000 time periods.

### RENTAL UNITS (SECOND DWELLING UNITS)

Of the 560 respondents, 62 indicated that they currently maintain a second dwelling unit (rental unit) on the site. A few have more than one unit, for a total of 65 rental units in the survey. The size and number of bedrooms in the units tend to mirror the responses for accessory living quarters, with almost 57 units noted to be less than 1,200 square feet (33 of those are less than 720 square feet), and two bedrooms or less. 37 of the units are occupied by a single person, 12 by two people, 7 by three, and 1 by four.

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Monthly rent charged for second dwelling units was indicated as follows:

<b>Monthly Rent</b>	<b>Number</b>	<b>Percentage</b>
Less than \$500	5	8%
\$500 - \$750	11	17%
\$750 - \$1,000	10	16%
\$1,000 - \$1,500	27	43%
More than \$1,500	10	16%
Total	63	

The rental rates include responses for units currently rented and for those who said they would charge that rent if the unit were rented. There seemed to be some confusion about the distinction, so the analysis groups the two categories together.

### **INTEREST IN BUILDING ACCESSORY LIVING QUARTERS**

Of the 560 respondents, 77 indicated that they are interested in converting an accessory structure to an accessory living quarters and 83 indicated that they are interested in building a new accessory living quarters (there is some overlap of respondents who indicated both). Another 148 respondents indicated that they don't know, but might be interested in converting or building a new accessory living quarters. The respondents noted a variety of reasons for wanting to construct a new unit:

<b>Purpose</b>	<b>Number</b>	<b>Percentage</b>
Rental	57	23%
Guests	55	22%
Family members	83	33%
Caretakers/employees	50	20%
Other	3	1%
Total	248	

### **INCENTIVES**

The survey provided a list of five possible incentives that might encourage property owners to construct a new accessory living quarters, and allowed for checking up to three of them. The responses indicated preferences as follows:

<b>Incentive</b>	<b>Number</b>	<b>Percentage</b>
Clearer information	185	33%
Fee waivers	201	36%
Additional floor area	175	31%
Living units in barns	66	12%
Low-interest loans	52	9%
Other	32	6%
Total	560	

The "Other" category comprised written responses, and are included in the attached list of comments. Most had to do with making the review process easier to get approval of accessory living quarters.

## COMMENTS

A list of 195 comments is attached to this summary. The comments were generally thoughtful and varied, some informational in nature, many requesting more leniency in regulations or criticizing the Town for being too restrictive, and many others objecting to additional units as exacerbating traffic problems and degrading the rural atmosphere of the Town. About ten respondents indicated a specific desire to use a portion of a barn for living quarters, usually for the purpose of housing on-site employees, which is now permitted by the Municipal Code.

A few respondents suggested building affordable housing at Cañada College or other sites in Town, or setting aside units for teachers. Others criticized the representation of second units as “affordable” to the state. And a few respondents were from the unincorporated County, and noted their experience with the County review process.

## CONCLUSIONS

While the survey should not be extrapolated to be considered a “poll” of the community on any of the questions asked, there are a few basic conclusions that may be drawn from the responses:

1. There appear to be widely diverse opinions as to the benefits and drawbacks of accessory living quarters and especially rental units. The survey results suggest that the Town should carefully balance the increased impacts on traffic, parking and visual qualities with the desire of many residents to accommodate rentals, guest houses, housing for family members and housing for on-site employees.
2. Accessory living quarters are a part of the Woodside community presently, whether legally or illegally constructed. They exist for a wide variety of reasons, and only a relatively small percentage (20%) are used for rental purposes. Most of the units are smaller than 1,200 square feet in size and have one or less bedrooms.
3. Rental rates for rental units vary considerably, but for the most part probably exceed \$1,000 per month. Rental at those rates would likely not be considered “affordable” under state criteria, but the state may still find that smaller rental units provide a desired variety of housing types in Woodside.
4. There appears to be a fairly strong interest in converting existing structures to accessory living quarters or constructing new living units. Again, the units would be used for a wide variety of purposes, most often for housing family members.
5. Primary incentives to encourage new accessory living quarters appear to include fee waivers, providing clearer information on the Town’s standards and review process, and allowing added floor area. Low-interest loans do not seem to provide a substantial incentive.
6. There is a fair amount of interest in the “incentives” and “comments” responses in support of building living units in barns or converting a portion of an existing barn to a living unit. Some respondents specifically mentioned the need for on-site employees to care for the site or for horses. Woodside now permits residential units within barns.

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# SURVEY FORM AND RESPONSE TOTALS

## TOWN OF WOODSIDE ACCESSORY LIVING QUARTERS AND SECOND DWELLING UNIT SURVEY

### SECTION A

1. Do you have an accessory living quarters on your property?  
209 Yes  
351 No (if “no”, please go to question #17)
  
2. If “yes”, do you have more than one accessory living quarters?  
31 Yes  
242 HOW MANY? FOR EACH OF THE FOLLOWING QUESTIONS BELOW, PLEASE NOTE THE NUMBER OF UNITS APPLICABLE TO EACH RESPONSE.  
178 No
  
3. Is the accessory living quarters:  
57 attached to the main residence?  
176 detached from the main residence?  
11 included as part of a barn?
  
4. Is the accessory living quarters presently:  
133 occupied?  
109 not occupied?
  
5. Is the accessory living quarters primarily used for:  
49 rental purposes?  
68 guests?  
60 family members?  
55 caretakers or other on-site employees?  
16 other? – explain
  
6. If occupied, what is the age of the occupants of the accessory living quarters (indicate number of occupants for each age group)?  
27 under 16 years  
38 16-30 years  
114 31-55 years  
30 55-65 years  
\_\_\_\_\_ not occupied  
2 don't know

## 7. How big is the accessory living quarters (exclude garage area)?

115	less than 720 square feet
98	720 - 1,200 square feet
23	1,200 – 1,500 square feet
4	more than 1,500 square feet

## 8. How many bedrooms are included in the accessory living quarters?

57	none (studio)
122	one
54	two
5	three
3	more than three

## 9. When was the accessory living quarters built or converted to living space?

151	prior to 1985
34	1985-1990
23	1990-1995
32	1995-2000
1	Unknown

## SECTION B

## 10. Is (at least one of) the accessory living quarters available for rental?

62	Yes
65	HOW MANY? IF MORE THAN ONE, FOR EACH QUESTION BELOW PLEASE NOTE THE RESPONSE APPLICABLE TO EACH UNIT.
498	No (if “no”, please continue to question #17)

## 11. How big is the rental unit?

33	less than 720 square feet
24	720 - 1,200 square feet
5	more than 1,200 square feet

## 12. How many bedrooms are included in the rental unit?

19	none (studio)
35	one
12	two
2	three
0	more than three

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13. How many persons reside in the rental unit, if occupied?

- 37 one
- 12 two
- 7 three
- 1 four
- 0 more than four

14. If the rental unit is currently rented, what is the rent charged?

- 5 less than \$500 per month
- 11 \$500-\$750 per month
- 10 \$750-\$1,000 per month
- 27 \$1,000-\$1,500 per month
- 10 more than \$1,500 per month

15. If the rental unit is not currently rented, what would you expect to charge for rent? (note: combined with above)

- \_\_\_\_\_ less than \$500 per month
- \_\_\_\_\_ \$500-\$750 per month
- \_\_\_\_\_ \$750-\$1,000 per month
- \_\_\_\_\_ \$1,000-\$1,500 per month
- \_\_\_\_\_ more than \$1,500 per month

16. How many cars or trucks do the persons in the rental unit park on site?

- 2 none
- 33 one
- 16 two
- 1 more than two

## SECTION C

17. Is your property one acre or greater?

- 440 Yes
- 120 No

18. Do you have a structure on your property that you might be interested in converting to an accessory living quarters?

- 77 Yes
- 445 No
- 38 Don't know

19. Are you considering building an accessory living quarters?

- 83 Yes
- 367 No
- 110 Maybe

20. If "yes", for what purpose?

- 57 rental
- 55 guests
- 85 family members
- 50 caretakers or other on-site employees
- 3 other – explain See comments

21. Which of the following incentives would most encourage you to build an accessory living quarters on your property (if more than one, indicate preferences with "1" the highest)?

- 185 Receiving clearer information on the Town's requirements and process
- 201 Waivers of planning and/or building fees
- 175 Allowances for additional square footage (floor area)
- 66 Allowances for accessory living quarters in barns
- 52 Low-interest loans
- 32 Other (explain) See comments

22. What other comments or concerns do you have about accessory living quarters or rental units in Woodside?

\_\_\_\_\_ Explain: See comment summary (available at Town Hall)

Thank you for your response.

When you have completed this form, please mail it in the enclosed envelope - no stamp is needed

## APPENDIX C

### NEW CONSTRUCTION 1999-2006 & 2007-2008

Source: Town of Woodside Building Permit Records

**Table C1: Construction of New Main Residences (1999-2006)**

Year	Units Built	Units Demolished	Net Units
1999	11	11	0
2000	15	11	4
2001	17	10	7
2002	13	7	6
2003	10	13	-3
2004	13	9	4
2005	7	5	2
2006	14	12	2
Total	100	78	22

Total New Residences (1999-2006): 22 Above

**Table C2: Construction of New Main Residences (2007-2008)**

Year	Units Built	Units Demolished	Net Units
2007	18	19	-1
2008	8	4	4
Total	26	23	3

Total New Residences (2007-2008): 3 Above

**Table C3: Construction of New Accessory Living Quarters (1999-2006)**

Year	Units Built	Units Demolished	Net Units
1999	10	2	8
2000	16	5	11
2001	4	2	2
2002	6	3	3
2003	9	4	5
2004	3	2	1
2005	8	5	3
2006	6	3	3
Total	62	26	36

Total New ALQs (1999-2006): 36 (27 affordable, 9 above mod.)

**Table C4: Construction of New Accessory Living Quarters (2007-2008)**

Year	Units Built	Units Demolished	Net Units
2007	6	2	4
2008	5	1	4
Total	11	3	8

Total New ALQs (2007-2008): 8

## APPENDIX D

### VACANT PARCELS BY ZONING DISTRICT

Source: Town of Woodside GIS Analysis

**Table D1: Vacant Parcels Zoned R-1**

APN	Acreage	Zoning	Gen. Plan
068232390	0.2	R-1	R (Res.)
068244020	0.2	R-1	R (Res.)
068253090	0.21	R-1	R (Res.)
073041340	0.22	R-1	R (Res.)
073032040	0.23	R-1	R (Res.)
068231440	0.24	R-1	R (Res.)
068244010	0.24	R-1	R (Res.)
073061240	0.24	R-1	R (Res.)
073041320	0.25	R-1	R (Res.)
073041330	0.25	R-1	R (Res.)
068241010	0.32	R-1	R (Res.)
068232050	0.33	R-1	R (Res.)
068243200	0.33	R-1	R (Res.)
068252020	0.33	R-1	R (Res.)
073043050	0.33	R-1	R (Res.)
068232350	0.34	R-1	R (Res.)
068241180	0.34	R-1	R (Res.)
068243170	0.34	R-1	R (Res.)
068243190	0.34	R-1	R (Res.)
068252130	0.34	R-1	R (Res.)
068232290	0.35	R-1	R (Res.)
068241020	0.35	R-1	R (Res.)
073062010	0.35	R-1	R (Res.)
068243160	0.36	R-1	R (Res.)
068243220	0.37	R-1	R (Res.)
073041350	0.41	R-1	R (Res.)
068243210	0.44	R-1	R (Res.)
068241040	0.46	R-1	R (Res.)
068241230	0.46	R-1	R (Res.)
073061100	0.47	R-1	R (Res.)
068231340	0.51	R-1	R (Res.)
073050380	0.54	R-1	R (Res.)
073041400	0.71	R-1	R (Res.)
Total Acreage	11.4		

**Table D1: Vacant Parcels Zoned SR**

APN	Acreage	Zoning	Gen. Plan
069150170	0.24	SR	R (Res.)
069226020	0.28	SR	R (Res.)
068322360	0.29	SR	R (Res.)
068283180	0.33	SR	R (Res.)
068283170	0.34	SR	R (Res.)
073012270	0.34	SR	R (Res.)
068241260	0.35	SR	R (Res.)
068141010	0.36	SR	R (Res.)
068294210	0.36	SR	R (Res.)
068272160	0.37	SR	R (Res.)
068132030	0.38	SR	R (Res.)
068241150	0.38	SR	R (Res.)
073160050	0.46	SR	R (Res.)
068241270	0.5	SR	R (Res.)
069225200	0.51	SR	R (Res.)
073022220	0.51	SR	R (Res.)
073063200	0.55	SR	R (Res.)
068142220	0.69	SR	R (Res.)
068281030	0.87	SR	R (Res.)
068110130	1.00	SR	R (Res.)
069361050	1.00	SR	R (Res.)
073011350	1.00	SR	R (Res.)
069227070	1.02	SR	R (Res.)
073011380	1.05	SR	R (Res.)
073011410	1.06	SR	R (Res.)
073090580	1.06	SR	R (Res.)
073090590	1.06	SR	R (Res.)
069043100	1.08	SR	R (Res.)
069150490	1.12	SR	R (Res.)
069150700	1.19	SR	R (Res.)
073011340	1.21	SR	R (Res.)
073170180	1.27	SR	R (Res.)
069032310	1.32	SR	R (Res.)
069150510	1.49	SR	R (Res.)
068100200	1.6	SR	R (Res.)
068322390	1.68	SR	R (Res.)
073011360	2.06	SR	R (Res.)
068302080	2.14	SR	R (Res.)
068302070	2.32	SR	R (Res.)
073011400	2.71	SR	R (Res.)
069150650	2.84	SR	R (Res.)
068100190	3.09	SR	R (Res.)
068301071	3.28	SR	R (Res.)
068301073	3.28	SR	R (Res.)
068301074	3.28	SR	R (Res.)

**Table D1: Vacant Parcels Zoned SR (Continued)**

APN	Acreage	Zoning	Gen. Plan
068100230	3.4	SR	R (Res.)
068322320	4.13	SR	R (Res.)
068301090	4.78	SR	R (Res.)
073160010	5.63	SR	R (Res.)
068322330	5.82	SR	R (Res.)
068320340	46.2	SR	R (Res.)
068320330	57.18	SR	R (Res.)
Total Acreage	180.46		

**Table D1: Vacant Parcels Zoned RR**

APN	Acreage	Zoning	Gen. Plan
073082410	0.28	RR	R (Res.)
072180010	0.39	RR	R (Res.)
073082320	0.40	RR	R (Res.)
073121140	0.45	RR	R (Res.)
072280020	0.52	RR	R (Res.)
072201360	0.56	RR	R (Res.)
073082360	0.80	RR	R (Res.)
073090250	0.81	RR	R (Res.)
073090280	0.84	RR	R (Res.)
069010070	0.85	RR	R (Res.)
073112030	1.13	RR	R (Res.)
073112210	1.33	RR	R (Res.)
072280030	1.50	RR	R (Res.)
073090320	1.54	RR	R (Res.)
072031040	1.59	RR	R (Res.)
072151050	2.00	RR	R (Res.)
072180070	2.00	RR	R (Res.)
072162350	2.21	RR	R (Res.)
072031060	2.24	RR	R (Res.)
073090300	2.93	RR	R (Res.)
072201480	3.00	RR	R (Res.)
072203110	3.00	RR	R (Res.)
072221550	3.00	RR	R (Res.)
072280050	3.00	RR	R (Res.)
075291010	3.00	RR	R (Res.)
073112250	3.05	RR	R (Res.)
072221560	3.09	RR	R (Res.)
072370110	3.10	RR	R (Res.)
072221570	3.15	RR	R (Res.)
072221420	3.33	RR	R (Res.)
069380040	3.42	RR	R (Res.)
072201320	3.67	RR	R (Res.)
073112240	3.70	RR	R (Res.)
073121200	3.81	RR	R (Res.)
072201310	3.93	RR	R (Res.)
073112230	4.00	RR	R (Res.)
072221530	4.02	RR	R (Res.)
069380020	4.04	RR	R (Res.)
069380110	4.23	RR	R (Res.)
073270080	4.31	RR	R (Res.)

**Table D1: Vacant Parcels Zoned RR (Continued)**

APN	Acreage	Zoning	Gen. Plan
073090380	6.93	RR	R (Res.)
069380070	5.32	RR	R (Res.)
072211110	5.64	RR	R (Res.)
072280040	6.25	RR	R (Res.)
073090380	6.93	RR	R (Res.)
072180090	7.25	RR	R (Res.)
072162460	9.54	RR	R (Res.)
073090560	18.50	RR	R (Res.)
Total Acreage	158.09		

**Table D1: Vacant Parcels Zoned SCP-5**

APN	Acreage	Zoning	Gen. Plan
075033150	0.31	SCP-5	R/ESA (Res./Env.Sen.)
073071220	0.32	SCP-5	R/ESA (Res./Env.Sen.)
072212010	0.35	SCP-5	R/ESA (Res./Env.Sen.)
075060061	0.40	SCP-5	R/ESA (Res./Env.Sen.)
075060062	0.40	SCP-5	R/ESA (Res./Env.Sen.)
075060063	0.40	SCP-5	R/ESA (Res./Env.Sen.)
075294110	0.58	SCP-5	R/ESA (Res./Env.Sen.)
076302090	0.58	SCP-5	R/ESA (Res./Env.Sen.)
075060070	0.70	SCP-5	R/ESA (Res./Env.Sen.)
073071230	1.00	SCP-5	R/ESA (Res./Env.Sen.)
075292220	1.00	SCP-5	R/ESA (Res./Env.Sen.)
075011050	1.10	SCP-5	R/ESA (Res./Env.Sen.)
073133210	1.22	SCP-5	R/ESA (Res./Env.Sen.)
073132180	1.29	SCP-5	R/ESA (Res./Env.Sen.)
075032030	1.36	SCP-5	R/ESA (Res./Env.Sen.)
072060590	1.59	SCP-5	R/ESA (Res./Env.Sen.)
075121020	2.05	SCP-5	R/ESA (Res./Env.Sen.)
075020130	2.19	SCP-5	R/ESA (Res./Env.Sen.)
075020120	2.46	SCP-5	R/ESA (Res./Env.Sen.)
073133280	2.70	SCP-5	R/ESA (Res./Env.Sen.)
075040050	2.70	SCP-5	R/ESA (Res./Env.Sen.)
073133350	2.88	SCP-5	R/ESA (Res./Env.Sen.)
072111120	2.93	SCP-5	R/ESA (Res./Env.Sen.)
072380020	3.00	SCP-5	R/ESA (Res./Env.Sen.)
073133290	3.00	SCP-5	R/ESA (Res./Env.Sen.)
072201130	3.25	SCP-5	R/ESA (Res./Env.Sen.)
075294090	3.44	SCP-5	R/ESA (Res./Env.Sen.)
072201460	3.60	SCP-5	R/ESA (Res./Env.Sen.)
072052120	3.75	SCP-5	R/ESA (Res./Env.Sen.)
075020110	3.81	SCP-5	R/ESA (Res./Env.Sen.)
072010020	4.20	SCP-5	R/ESA (Res./Env.Sen.)
076303010	4.78	SCP-5	R/ESA (Res./Env.Sen.)
072052290	5.27	SCP-5	R/ESA (Res./Env.Sen.)
075294120	5.76	SCP-5	R/ESA (Res./Env.Sen.)
076302080	6.74	SCP-5	R/ESA (Res./Env.Sen.)
073141360	8.62	SCP-5	R/ESA (Res./Env.Sen.)
075020100	9.58	SCP-5	R/ESA (Res./Env.Sen.)
072060870	10.50	SCP-5	R/ESA (Res./Env.Sen.)
073132190	15.83	SCP-5	R/ESA (Res./Env.Sen.)
075294030	16.32	SCP-5	R/ESA (Res./Env.Sen.)
072052300	17.63	SCP-5	R/ESA (Res./Env.Sen.)
075294050	21.50	SCP-5	R/ESA (Res./Env.Sen.)
Total Acreage	181.09		

**Table D1: Vacant Parcels Zoned SCP-7.5**

APN	Acreage	Zoning	Gen. Plan
076091140	0.20	SCP-7.5	R/ESA (Res./Env.Sen.)
076091130	0.21	SCP-7.5	R/ESA (Res./Env.Sen.)
075287010	0.27	SCP-7.5	R/ESA (Res./Env.Sen.)
075282170	0.30	SCP-7.5	R/ESA (Res./Env.Sen.)
075112120	0.31	SCP-7.5	R/ESA (Res./Env.Sen.)
075282160	0.34	SCP-7.5	R/ESA (Res./Env.Sen.)
076091120	0.34	SCP-7.5	R/ESA (Res./Env.Sen.)
075102020	0.37	SCP-7.5	R/ESA (Res./Env.Sen.)
075231030	0.38	SCP-7.5	R/ESA (Res./Env.Sen.)
076371050	0.38	SCP-7.5	R/ESA (Res./Env.Sen.)
075212090	0.41	SCP-7.5	R/ESA (Res./Env.Sen.)
075231050	0.43	SCP-7.5	R/ESA (Res./Env.Sen.)
075232040	0.43	SCP-7.5	R/ESA (Res./Env.Sen.)
075282300	0.45	SCP-7.5	R/ESA (Res./Env.Sen.)
075282120	0.47	SCP-7.5	R/ESA (Res./Env.Sen.)
075111010	0.48	SCP-7.5	R/ESA (Res./Env.Sen.)
076022010	0.48	SCP-7.5	R/ESA (Res./Env.Sen.)
076031060	0.48	SCP-7.5	R/ESA (Res./Env.Sen.)
075282200	0.56	SCP-7.5	R/ESA (Res./Env.Sen.)
075231010	0.58	SCP-7.5	R/ESA (Res./Env.Sen.)
075220170	0.59	SCP-7.5	R/ESA (Res./Env.Sen.)
075232110	0.59	SCP-7.5	R/ESA (Res./Env.Sen.)
075232100	0.60	SCP-7.5	R/ESA (Res./Env.Sen.)
076372040	0.63	SCP-7.5	R/ESA (Res./Env.Sen.)
075286090	0.70	SCP-7.5	R/ESA (Res./Env.Sen.)
076091180	0.85	SCP-7.5	R/ESA (Res./Env.Sen.)
076091030	0.86	SCP-7.5	R/ESA (Res./Env.Sen.)
072083030	1.00	SCP-7.5	R/ESA (Res./Env.Sen.)
075070020	1.00	SCP-7.5	R/ESA (Res./Env.Sen.)
075286020	1.00	SCP-7.5	R/ESA (Res./Env.Sen.)
075060180	1.03	SCP-7.5	R/ESA (Res./Env.Sen.)
076372020	1.07	SCP-7.5	R/ESA (Res./Env.Sen.)
075282330	1.08	SCP-7.5	R/ESA (Res./Env.Sen.)
072082010	1.10	SCP-7.5	R/ESA (Res./Env.Sen.)
072091060	1.10	SCP-7.5	R/ESA (Res./Env.Sen.)
075212200	1.11	SCP-7.5	R/ESA (Res./Env.Sen.)
076072020	1.12	SCP-7.5	R/ESA (Res./Env.Sen.)
072081010	1.18	SCP-7.5	R/ESA (Res./Env.Sen.)
072081070	1.18	SCP-7.5	R/ESA (Res./Env.Sen.)
072093040	1.21	SCP-7.5	R/ESA (Res./Env.Sen.)
076051060	1.29	SCP-7.5	R/ESA (Res./Env.Sen.)
076091150	1.30	SCP-7.5	R/ESA (Res./Env.Sen.)
075286080	1.31	SCP-7.5	R/ESA (Res./Env.Sen.)

**Table D1: Vacant Parcels Zoned SCP-7.5 (Continued)**

APN	Acreage	Zoning	Gen. Plan
075112140	1.38	SCP-7.5	R/ESA (Res./Env.Sen.)
075272080	1.38	SCP-7.5	R/ESA (Res./Env.Sen.)
076071060	1.39	SCP-7.5	R/ESA (Res./Env.Sen.)
072071150	1.43	SCP-7.5	R/ESA (Res./Env.Sen.)
072081050	1.46	SCP-7.5	R/ESA (Res./Env.Sen.)
072082050	1.46	SCP-7.5	R/ESA (Res./Env.Sen.)
072082040	1.54	SCP-7.5	R/ESA (Res./Env.Sen.)
076101020	1.58	SCP-7.5	R/ESA (Res./Env.Sen.)
075240130	1.63	SCP-7.5	R/ESA (Res./Env.Sen.)
076140010	1.66	SCP-7.5	R/ESA (Res./Env.Sen.)
076071070	1.67	SCP-7.5	R/ESA (Res./Env.Sen.)
072083150	1.80	SCP-7.5	R/ESA (Res./Env.Sen.)
076371030	1.83	SCP-7.5	R/ESA (Res./Env.Sen.)
076082030	1.88	SCP-7.5	R/ESA (Res./Env.Sen.)
075212080	2.17	SCP-7.5	R/ESA (Res./Env.Sen.)
076154050	2.17	SCP-7.5	R/ESA (Res./Env.Sen.)
076052020	2.18	SCP-7.5	R/ESA (Res./Env.Sen.)
075104060	2.34	SCP-7.5	R/ESA (Res./Env.Sen.)
072093070	2.38	SCP-7.5	R/ESA (Res./Env.Sen.)
072093080	2.38	SCP-7.5	R/ESA (Res./Env.Sen.)
076042010	2.40	SCP-7.5	R/ESA (Res./Env.Sen.)
076154100	2.42	SCP-7.5	R/ESA (Res./Env.Sen.)
076151010	2.44	SCP-7.5	R/ESA (Res./Env.Sen.)
075240160	2.92	SCP-7.5	R/ESA (Res./Env.Sen.)
076032070	2.97	SCP-7.5	R/ESA (Res./Env.Sen.)
076082010	3.00	SCP-7.5	R/ESA (Res./Env.Sen.)
076051050	3.08	SCP-7.5	R/ESA (Res./Env.Sen.)
076154120	3.10	SCP-7.5	R/ESA (Res./Env.Sen.)
075102050	3.37	SCP-7.5	R/ESA (Res./Env.Sen.)
072074330	3.38	SCP-7.5	R/ESA (Res./Env.Sen.)
075282260	3.66	SCP-7.5	R/ESA (Res./Env.Sen.)
072173010	3.67	SCP-7.5	R/ESA (Res./Env.Sen.)
076120070	3.99	SCP-7.5	R/ESA (Res./Env.Sen.)
072173020	4.02	SCP-7.5	R/ESA (Res./Env.Sen.)
076110040	4.40	SCP-7.5	R/ESA (Res./Env.Sen.)
076371010	5.41	SCP-7.5	R/ESA (Res./Env.Sen.)
076120020	5.70	SCP-7.5	R/ESA (Res./Env.Sen.)
075282240	6.08	SCP-7.5	R/ESA (Res./Env.Sen.)
075211050	6.64	SCP-7.5	R/ESA (Res./Env.Sen.)
073150090	8.08	SCP-7.5	R/ESA (Res./Env.Sen.)
073150080	12.12	SCP-7.5	R/ESA (Res./Env.Sen.)
075060160	14.34	SCP-7.5	R/ESA (Res./Env.Sen.)
073150050	15.61	SCP-7.5	R/ESA (Res./Env.Sen.)

**Table D1: Vacant Parcels Zoned SCP-7.5 (Continued)**

APN	Acreage	Zoning	Gen. Plan
073150070	28.70	SCP-7.5	R/ESA (Res./Env.Sen.)
075070040	30.57	SCP-7.5	R/ESA (Res./Env.Sen.)
073150060	33.30	SCP-7.5	R/ESA (Res./Env.Sen.)
Total Acreage	281.85		

**Table D1: Vacant Parcels Zoned SCP-10**

APN	Acreage	Zoning	Gen. Plan
075220050	0.84	SCP-10	R/ESA (Res./Env.Sen.)
075220040	1.07	SCP-10	R/ESA (Res./Env.Sen.)
075151050	1.10	SCP-10	R/ESA (Res./Env.Sen.)
075220080	1.96	SCP-10	R/ESA (Res./Env.Sen.)
075134200	4.29	SCP-10	R/ESA (Res./Env.Sen.)
075060190	4.60	SCP-10	R/ESA (Res./Env.Sen.)
075220290	5.68	SCP-10	R/ESA (Res./Env.Sen.)
075140080	8.64	SCP-10	R/ESA (Res./Env.Sen.)
075140070	8.81	SCP-10	R/ESA (Res./Env.Sen.)
075140030	9.01	SCP-10	R/ESA (Res./Env.Sen.)
069162020	13.16	SCP-10	R/ESA (Res./Env.Sen.)
075220280	13.70	SCP-10	R/ESA (Res./Env.Sen.)
075060140	14.99	SCP-10	R/ESA (Res./Env.Sen.)
Total Acreage	87.85		

**Table D2: Vacant Parcels Subdividable**

Zoning District	Acreage	Potential New Units
R-1	0.00	0
SR	42.57	21
RR	25.43	4
SCP-5	111.43	13
SCP-7.5	92.57	9
SCP-10	0.00	0
Total	272.00	47

**Table D3: Developed Parcels Subdividable**

Zoning District	Acreage	Potential New Units
R-1	7.38	5
SR	66.58	26
RR	422.36	43
SCP-5	267.59	18
SCP-7.5	36.79	2
SCP-10	0.00	0
Total	800.70	94

**Table D4: Maximum Potential New Housing Units in Woodside on Vacant Parcels**

Potential New Units on:	R-1	SR	RR	SCP-5	SCP-7.5	SCP-10	TOTAL
Vacant Parcels	33	52	48	42	89	13	277

**Table D5: Maximum Potential New Housing Units in Woodside on Subdividable Parcels**

Potential New Units on:	R-1	SR	RR	SCP-5	SCP-7.5	SCP-10	TOTAL
Vacant Subdividable Parcels	0	21	4	13	9	0	47
Developed Subdividable Parcels	5	26	43	18	2	0	94
							141

# APPENDIX E

## LAFCO CERTIFICATION OF CAÑADA COLLEGE PROJECT



### LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

#### CERTIFICATE OF COMPLETION

Pursuant to Government Code Section 57200, this Certificate is issued by the Executive Officer of the Local Agency Formation Commission of San Mateo County, California.

1. The short-form designation, as determined by LAFCo, is Reorganization of Canada College involving detachment of a portion of Canada College from Town of Woodside and Woodside Fire Protection District and Annexation to City of Redwood City
2. The name of each district or city involved in this change of organization or reorganization and the kind or type of change of organization ordered for each city or district are as follows:

<u>City or District</u>	<u>Type of Change of Organization</u>
Town of Woodside	Detachment
Woodside Fire Protection District	Detachment
City of Redwood City	Annexation

3. The above listed cities are located within San Mateo County only.
4. A description of the boundaries of the above cited reorganization is shown on the attached map, marked Exhibit A and by reference incorporated herein.
5. The territory involved in this change of organization or reorganization is uninhabited.
6. This change of organization has been approved subject to the following terms and conditions, if any: Submittal of revised map and legal description that meet the requirements of the State Board of Equalization (Attached Exhibit A)
7. The resolution confirming this change of organization was adopted on May 21, 2008 by LAFCo, is marked Exhibit B and by reference incorporated herein.

I hereby certify that I have examined the above cited resolution, including any terms and conditions, and the map description and have found these documents to be in compliance with resolution 1120, adopted on May 21, 2008.

Dated: June 20, 2008

Martha Poyatos  
Executive Officer

2008-071975 CONF  
11:33am 06/20/08 CCL Fee: NO FEE  
Count of pages 8  
Recorded in Official Records  
County of San Mateo

APPENDIX E: LAFCO CERTIFICATION OF CAÑADA COLLEGE PROJECT

LAFCO File No. 07-15

RESOLUTION NO. 1120

RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING SPHERE OF INFLUENCE AND  
MUNICIPAL SERVICE REVIEW DETERMINATIONS AND APPROVING  
A MINOR SPHERE OF INFLUENCE AMENDMENT, DETACHMENT OF A PORTION OF  
CANADA COLLEGE CAMPUS FROM TOWN OF WOODSIDE  
AND WOODSIDE FIRE PROTECTION DISTRICT  
AND ANNEXATION TO THE CITY OF REDWOOD CITY

RESOLVED, by the Local Agency Formation Commission of the  
County of San Mateo, State of California, that

WHEREAS, a proposal for the annexation of certain territory to  
the City of Redwood City in the County of San Mateo was heretofore  
filed with the Executive Officer of this Local Agency Formation  
Commission pursuant to Title 5, Division 3, commencing with Section  
56000 of the Government Code; and

WHEREAS, the Executive Officer has reviewed the proposal and  
prepared a report, including recommendations thereon, the proposal  
and report having been presented to and considered by this  
Commission; and

WHEREAS, it appears to the satisfaction of this Commission that  
all owners of the land included in the proposal consent to the  
proceeding; and

WHEREAS, a public hearing by this Commission was held on the  
proposal, and at the hearing this Commission heard and received all  
oral and written protests, objections and evidence which were made,  
presented or filed, and all persons present were given an opportunity  
to hear and be heard with respect to the proposal and the Executive  
Officer's report.

APPROVED  
SAN MATEO LOCAL AGENCY  
FORMATION COMMISSION  
455 COUNTY CENTER  
REDWOOD CITY, CA 94063  
EXHIBIT B PAGE 1 OF 4

APPENDIX E: LAFCO CERTIFICATION OF CAÑADA COLLEGE PROJECT

Page 2

Resolution No. 1120

WHEREAS, the proposed annexation is not consistent with the spheres of influence of the Town of Woodside, Woodside Fire District and City of Redwood City, it is appropriate that the Commission amend the spheres of influence to include exclude the territory from Town of Woodside and Woodside Fire District and include it in City of Redwood City and the Commission makes the following determinations:

- (1) The present and planned land uses in the area, including agricultural and open-space lands.

Present and proposed land use is consistent with land use of adjacent property in nearby areas within the City of Redwood City proposal area contains no open space or agricultural lands.

- (2) The present and probable need for public facilities and services in the area.

The territory proposed for annexation currently receives City services and construction of the faculty/staff housing is dependent upon City services.

- (3) The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

The City of Redwood City has the capacity to serve the proposal area consistent with service provided elsewhere by the City.

- (4) The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

A community of interest exists to the extent that the proposed sphere amendment, detachment, annexation and faculty staff housing promotes jobs/housing balance, reduces commute congestion in surrounding areas and provides for efficient service by the City of Redwood City. Furthermore, by providing for affordable housing for faculty and staff of the Community College District, the District is able to attract and retain quality faculty and staff thereby enhancing the quality of education for the broader community of San Mateo County.

APPROVED  
 SAN MATEO LOCAL AGENCY  
 FORMATION COMMISSION  
 455 COUNTY CENTER  
 REDWOOD CITY, CA 94063  
 EXHIBIT B PAGE 2 OF 4

APPENDIX E: LAFCO CERTIFICATION OF CAÑADA COLLEGE PROJECT

Page 3

Resolution No. 1120

NOW, THEREFORE, the Local Agency Formation Commission of the County of San Mateo DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. This proposal is approved, conditioned upon submittal of a map and legal description per State Board of Equalization Specifications.

Section 2. The boundaries, as set forth in the application and map for lot line adjustment, are hereby approved and are as described in Exhibit "A" attached hereto and by reference incorporated herein.

Section 3. The territory consists of 3.77 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: Detachment of a portion of Canada College from Town of Woodside and Woodside Fire District and Annexation to the City of Redwood City.

Section 4. Conducting authority proceedings are hereby waived in accordance with Government Code Section 56663 and this reorganization is hereby ordered.

APPROVED  
SAN MATEO LOCAL AGENCY  
FORMATION COMMISSION  
455 COUNTY CENTER  
REDWOOD CITY, CA 94063  
EXHIBIT B PAGE 3 OF 4



APPENDIX E: LAFCO CERTIFICATION OF CAÑADA COLLEGE PROJECT

EXHIBIT "A"

DESCRIPTION OF LANDS TO BE DETACHED FROM THE TOWN OF  
WOODSIDE AND WOODSIDE FIRE PROTECTION DISTRICT AND ANNEXED  
BY THE CITY OF REDWOOD CITY, COUNTY OF SAN MATEO, STATE OF  
CALIFORNIA

BEING A PORTION OF THE RANCHO DE LAS PULGAS AND BEING MORE  
PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE LINE DIVIDING THE CITY OF REDWOOD  
CITY FROM THE TOWN OF WOODSIDE, AS ESTABLISHED IN ORDINANCE  
NO. 1014 ON MAY 08, 1961, DISTANT THEREON NORTH 65°04'13" WEST  
527.78 FEET FROM A STANDARD CITY MONUMENT WHICH LIES IN THE  
CENTERLINE OF FARM HILL BLVD AS SAID BLVD NOW EXISTS, THENCE  
FROM SAID POINT OF BEGINNING THE FOLLOWING COURSES AND  
DISTANCES:

COURSE 1. SOUTH 65°04'13" WEST 189.71 FEET, TO THE BEGINNING OF A  
TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 182.50 FEET,  
THENCE;

COURSE 2. SOUTHERLY AND EASTERLY ALONG SAID TANGENT CURVE  
THROUGH A CENTRAL ANGLE OF 66°23'15" AN ARC DISTANCE OF 211.46  
FEET, THENCE;

COURSE 3. NORTH 88°40'58" WEST 227.21 FEET, TO THE BEGINNING OF A  
TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 38 FEET, THENCE;

COURSE 4. EASTERLY ALONG SAID TANGENT CURVE THROUGH A  
CENTRAL ANGLE OF 90°04'02" AN ARC DISTANCE OF 59.73 FEET,  
THENCE;

COURSE 5. NORTH 01°23'03" EAST 182.14 FEET, TO THE BEGINNING OF A  
TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 182.50 FEET,  
THENCE;

COURSE 6. NORTHERLY, ALONG SAID TANGENT CURVE THROUGH A  
CENTRAL ANGLE OF 43°11'58" AN ARC DISTANCE OF 137.60 FEET,  
THENCE;

COURSE 7. NORTH 44°35'01" EAST 134.90 FEET, TO THE LINE DIVIDING  
REDWOOD CITY FROM THE TOWN OF WOODSIDE, THENCE

COURSE 8. SOUTH 65°04'13" EAST 399.60 FEET, ALONG SAID DIVIDING  
LINE TO THE POINT OF BEGINNING,  
CONTAINING 3.77 ACRES, MORE OR LESS.

K:\LEGAL\_DESC\2021\202112\ANNEXATION.doc

APPROVED  
SAN MATEO LOCAL AGENCY  
FORMATION COMMISSION  
455 COUNTY CENTER  
REDWOOD CITY, CA 94063  
EXHIBIT A PAGE 1 OF 2



# APPENDIX F

## HAZARDS MAP

Hazards Map: San Andreas Fault



The branches of the San Andreas fault system in central California (from a map by Darrell G. Herd, USGS)

# APPENDIX G

## AFFORDABILITY OF SECOND UNITS

### AFFORDABILITY OF SECOND UNITS IN SAN MATEO COUNTY

Prepared October 24, 2008

This document presents summary analysis and data on affordability of second dwelling units (in-law suites, guest houses, etc.) in San Mateo County. In the coming weeks, we will release boilerplate language that jurisdictions can use regarding second units.

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**Executive Summary**

## Rents and Affordability

Paid second units in San Mateo County have a median cost (rent plus utilities) of \$1,225, with a first quartile to third quartile range of \$1,200–\$1,400. Although different data sources provide different numbers, we think that the following affordability ratios, which include unpaid second units, are safe assumptions:

- About 40-70 percent of second units in San Mateo County are affordable to **extremely low income** households.
- About an additional 5-15 percent of second units in San Mateo County are affordable to **very low income** households (55-80 percent total).
- About an additional 10-30 percent of second units in San Mateo County are affordable to **low income** households (75-100 percent total).

## Additional Key Findings

- Approximately 55 percent of second units are occupied by family members, caretakers, or household employees who pay no rent. (These units are included in the affordability statistics above.)
- Second units are less expensive, on average, than apartment complex rental units with the same number of bedrooms.
- Second units are also more affordable than apartment complex rentals because they tend to have fewer numbers of bedrooms. Most second units are studios and one-bedrooms, while most rental apartments are one-bedrooms and two-bedrooms.
- Second units are at just about the same affordability level as they were in 2000; overall county rents and incomes have risen at the same rates. However, rents for large apartment complexes have *not* risen in that time, so large apartments are now *more* affordable than they were in 2000.

## **FULL REPORT**

### **WHAT IS AN AFFORDABLE UNIT?**

An affordable unit is one where a household that earns 80 percent of median county income can pay 30 percent or less of that income towards housing. In San Mateo County in 2008, the affordability threshold costs for rent plus utilities are:

Household Size	Median Income in San Mateo County	Affordable for Extremely Low Income (under 30% of median)	Affordable for Very Low Income (30-50% of median)	Affordable for Low Income (50-80% of median)	Affordable for Moderate Income (80-120% of median)
1 Person	\$66,500	\$594	\$990	\$1,584	\$1,995
2 Person	\$76,000	\$679	\$1,131	\$1,810	\$2,280
3 Person	\$85,500	\$764	\$1,273	\$2,036	\$2,565

### **METHODOLOGY**

We examined data sources related to second units including:

- Woodside 2000 second unit survey
- Portola Valley 2001 second unit survey
- Los Altos Hills 2002 second unit survey
- Comparison of Second Unit Surveys/Programs compiled by Portola Valley (2000-2002 data)
- RealFacts Online ([www.realfactsonline.com](http://www.realfactsonline.com)) – apartment market data and analysis
- U.S. Census 2000
- U.S. Census – American Community Survey 2006
- Craigslist
- National Low Income Housing Coalition's Out of Reach Index
- California Housing and Community Development's "Building Blocks for Effective Housing Units"
- California Housing and Community Development's Bibliography of Selected Resources on Second Units
- Claritas data on San Mateo apartment rentals and renter demographics
- U.S. Department of Housing and Urban Development (HUD) publication "Allowances for Tenant-Furnished Utilities and Other Services"

Most information on apartment rental costs was taken from RealFacts, with supplementary information from the U.S. Census 2000. Information on second units in San Mateo County was taken from the two surveys listed above, and from September 2008 Craigslist postings.

RealFacts apartment rents do not include utilities, and are adjusted upwards based on HUD guidelines (see Appendix C).

We are considering a future examination of Public Use Microdata Sample (PUMS) data from the U.S. Census to enrich this survey. This data would allow us to determine more specific rental rates within San Mateo County.

---

## **AFFORDABILITY**

### **Affordability of Second Units in San Mateo County**

There is no one perfect data source allowing us to quantify affordability of second units in San Mateo County. The following data sources provide different estimates for affordability (listed in general order of directness of applicability to second unit affordability in 2008): Craigslist, Portola Valley Survey, Woodside Survey, RealFacts, U.S. Census.

Overall, we think that the following numbers are safe conclusions:

- About 40-70 percent of second units in San Mateo County are affordable to **extremely low income** households.
- About an additional 5-15 percent of second units in San Mateo County are affordable to **very low income** households (55-80 percent total).
- About an additional 10-30 percent of second units in San Mateo County are affordable to **low income** households (75-100 percent total).

### **CRAIGSLIST**

Based on Sept. 2008 Craigslist research (see Appendix B for details), paid second units in San Mateo County have a median cost (rent plus utilities) of \$1,225, with a first quartile to third quartile range of \$1,200 - \$1,400.

To calculate affordability ratios, we included an assumption that 55 percent of second units are unpaid and are occupied by family members, caretakers, or household employees (based on the Woodside, Portola Valley and Los Altos Hills surveys; see below section "Most Second Units Are Free."). Affordability ratios based on Craigslist data plus this assumption are as follows (information is the same for one and two-person households):

- About 55 percent of second units in San Mateo County are affordable to **extremely low income** households. All of these are unpaid second units.
- An additional 7 percent of second units in San Mateo County are affordable to **very low income** households (72 percent total).
- An additional 27 percent of second units in San Mateo County are affordable to **low income** households (99 percent total).

The number of units identified by the Craigslist study is small, and therefore the above numbers can be taken as a guideline only.

### **PORTOLA VALLEY SURVEY**

Based on a 2001 Portola Valley survey of second units (22 occupied units in total), paid second units have a median cost (rent plus utilities) of \$938, with a first quartile to third quartile range of \$625 - \$1,400 (see Appendix D for details).

Affordability ratios for households based on this data, which include unpaid second units occupied by family members, caretakers, or household employees, are as follows:

- About 55 percent of second units in San Mateo County are affordable to **extremely low income** households.
- An additional 8 percent of second units in San Mateo County are affordable to **very low income** 1-person households (63 percent total).
- An additional 19 percent of second units in San Mateo County are affordable to **low income** households (82 percent total).

- An additional 4 percent of second units in San Mateo County are affordable to moderate income 1-person households (86 percent total), while an additional 14 percent of second units are affordable to moderate income 2-person households (96 percent total).

The number of units reported in the Portola Valley survey is extremely small, and therefore the above numbers can be taken as a rough guideline only.

### WOODSIDE 2000 SECOND UNIT SURVEY

In 2000, Woodside surveyed its property owners about second units. Rent ranges rather than specific rents were reported, so only rough estimates of median rent and affordability can be calculated. Median rent for paid second units is in the \$1,001 to \$1,500 range.

Rough affordability ratios for households based on this data, which include unpaid second units occupied by family members, caretakers, or household employees, are as follows (information is the same for one and two-person households; see Appendix D for year 2000 affordability thresholds):

- About 68 percent of second units in San Mateo County are affordable to extremely low income households.
- An additional 6 percent of second units in San Mateo County are affordable to very low income 1-person households (74 percent total).
- An additional 5 percent of second units in San Mateo County are affordable to low income households (79 percent total).
- An additional 15 percent of second units in San Mateo County are affordable to moderate income households (94 percent total).

Rent ranges were as follows:

Woodside		
Rent range in 2001		# Units
\$0 to	\$500	120
\$501 to	\$750	11
\$751 to	\$1,000	10
\$1,001 to	\$1,500	27
\$1,501 &	up	10
		<b>178</b>

115 of the units listed as having rents under \$500 were occupied with no cash rent by relatives, caretakers, or employees.

Unfortunately, the survey response rate was low (18.7 percent), so that not all second units were reported, and it is unclear whether unreported second units might vary from reported ones regarding affordability. Therefore, the above analysis should be taken as a starting point only.

### Los Altos Hills Second Units Survey

Los Altos Hills, just across the border in Santa Clara County, conducted a survey of property owners in 2002, receiving 205 responses from second unit owners. Of those units that were occupied (53 percent of the total), affordability rate were as follows:

- About 40 percent of second units in San Mateo County are affordable to extremely low income households.
- An additional 12 percent of second units in San Mateo County are affordable to very low income 1-person households (53 percent total).

- An additional 20 percent of second units in San Mateo County are affordable to **low income** households (73 percent total).

The Los Altos Hills survey did not allow for analysis to estimate what percentage of the remaining units were affordable to moderate income residents.

### APARTMENT COMPLEX RENTALS (REALFACTS)

Based on data from RealFacts, large apartment complex rentals in San Mateo County have a median cost (rent plus utilities) of approximately \$1,650, with a first quartile to third quartile range of about \$1,465 - \$1,950.

Affordability ratios for studios through 1BR apartments in large complexes are presented here, since most second units are these smaller sizes. (Ratios for studios through 2BR/1BAs are presented in Appendix E.) Second units tend to be less expensive than rental apartments with the same number of bedrooms (see section below "Second Unit Rentals are More Affordable than Rental Apartments"). Thus, these figures probably provide a *lower bound* for the likely affordability of second units in the county, even though 2BRs are omitted.

For *one-person* households, affordability ratios are as follows:

- 0 percent of apartment complex studios and 1BR apartments in San Mateo County are affordable to **extremely low income** 1-person households.
- About 2 percent of apartment complex studios and 1BR apartments in San Mateo County are affordable to **very low income** 1-person households.
- About an additional 48 percent of apartment complex studios and 1BR apartments in San Mateo County are affordable to **low income** 1-person households (50 percent total).
- About an additional 35 percent of apartment complex rentals in San Mateo County are affordable to **moderate income** 1-person households (85 percent total).

For *two-person* households, affordability ratios are as follows:

- 0 percent of apartment complex rentals in San Mateo County are affordable to **extremely low income** 2-person households.
- About 5 percent of apartment complex rentals in San Mateo County are affordable to **very low income** 2-person households.
- About an additional 51 percent of apartment complex rentals in San Mateo County are affordable to **low income** 2-person households (66 percent total).
- About an additional 29 percent of apartment complex rentals in San Mateo County are affordable to **moderate income** 2-person households (95 percent total).

Average large apartment complex rents in San Mateo County in 2008 were (RealFacts 2<sup>nd</sup> quarter 2008):

- Studio: \$1,151
- Junior 1BR: \$1,473
- 1BR: \$1,583
- 2 BR/1BA: \$1,870

The spreads of large apartment complex rents in San Mateo County in 2008 were (RealFacts 2<sup>nd</sup> quarter 2008):

- Studio: \$750 — \$1,735
- Junior 1BR: \$1,200 — \$1,780
- 1BR: \$900 — \$2,640
- 2 BR/1BA: \$1,000 — \$3,173

## U.S. CENSUS

Based on the 2000 census, the median gross rent (rent plus utilities) in San Mateo County in 1999 was \$1,144/month, and the spread of contract rent (rent, not including utilities) from the lower quartile to upper quartile was \$837-\$1,426. For 2006, the median gross rent was \$1,327, and the spread of contract rent from lower to upper quartile was \$979-\$1,679.

### Second Units Are About as Affordable as They Were in 2000

Apartment rental rates in San Mateo County rose by about 17 percent from 1999 to 2006 (U.S. Census). Median incomes have risen in proportion to the overall apartment rental rates, rising by about 15 percent, so the proportion of second units that are affordable has probably not changed much since 2000.

The U.S. Census reports a median income of \$70,819 for 1999, and \$83,109 for 2007. Based on the 2000 census, the median gross rent (rent plus utilities) in San Mateo County in 1999 was \$1,144/month, and the spread of contract rent (rent, not including utilities) from the lower quartile to upper quartile was \$837-\$1,426. For 2006, the median gross rent was \$1,327, and the spread of contract rent from lower to upper quartile was \$979-\$1,679.

Interestingly, rents in 2007 for large apartment complex rentals in San Mateo County have not risen along with overall rents (based on data from RealFacts), but are approximately the same as they were in 2000, making them relatively more affordable now (see Appendix A for details).<sup>1</sup>

### Most Second Units are Free, and Therefore Affordable

About 55 percent of second units are completely free. Based on surveys conducted in Woodside in 2000, Portola Valley in 2001 and Los Altos Hills in 2002, most second units are free, and therefore affordable to very low income households. In Woodside, out of 178 second units with permanent residents, 120 second units were occupied by family members, caretakers, or household employees who were not paying rent, meaning that 67 percent of second units had rents of zero. In Portola Valley, 10 out of 22 second units were occupied without rent by family members, caretakers, or household employees, constituting 45 percent of all second units. In Los Altos Hills, 49 out of 120 were similarly occupied, a total of 41 percent. This means that in total, 179 out of 320, or 56 percent of surveyed second units in San Mateo County, were occupied without rent.

However, this number varied significantly between the three surveys, so it will be important to gather additional data through future surveys to arrive at a more precise figure.

<sup>1</sup> We plan to investigate this finding further, to test whether it might possibly be due to different complexes being included in the RealFacts database at different time periods or some other statistical artifact.

## Second Unit Rentals are More Affordable than Rental Apartments

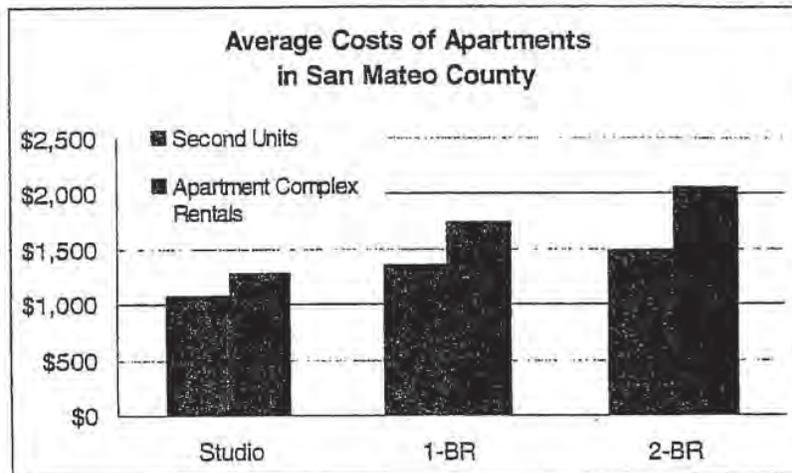
Second units that charge rent are 16-28 percent more affordable than large apartment complex rentals.

### CRAIGSLIST

A September 2008 review of all second units listed for rent in San Mateo County on Craigslist reveals that second units are significantly less expensive than units with the same number of bedrooms in large rental apartment complexes.

The following table and graph compare average costs of second units to costs of rentals in apartment complexes with 50+ units:

	Average Cost - Second Unit	Average Cost - Apartment Complex	Percent More Affordable
Studio	\$1,072	\$1,281	16.3%
1-BR	\$1,356	\$1,738	22.0%
2-BR	\$1,483	\$2,051	27.7%



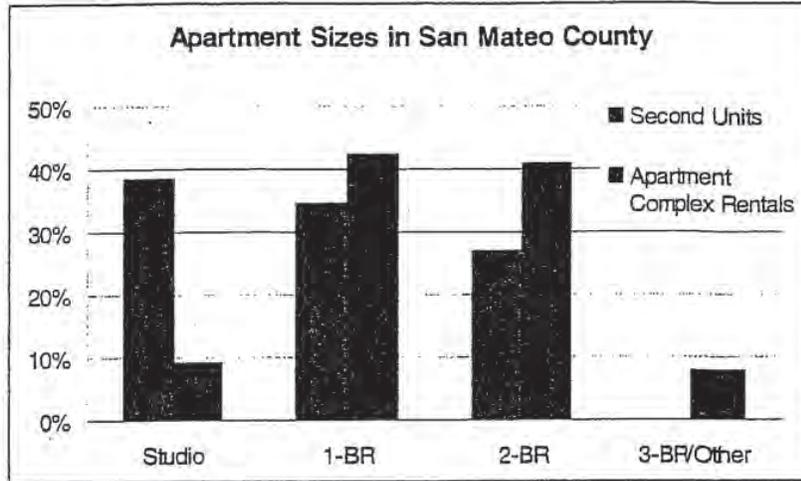
(Sources: Craigslist (see Appendix B); RealFacts (data for 2<sup>nd</sup> Quarter 2008). See Appendix C for details on utility adjustments.)

### 2000/2001/2002 SURVEYS

Surveys in Woodside, Portola Valley and Los Altos Hills in 2000-2002 confirm the above analysis. The average rent for second units in Portola Valley in 2001 was \$1,014, the median rent for second units in Woodside in 2000 was \$1,000-\$1,500, and the median rent in Los Altos Hills was between \$876-\$995, significantly lower than the overall average apartment rent in San Mateo County of \$1,760 in 2000 and \$1,785 in 2001.

### Second Units are Smaller Than Apartment Complex Rentals

Second units tend to be smaller than large apartment complex rentals, which contributes to their affordability. Most second units are studios and one-bedrooms, while most rental apartments are one-bedrooms and two-bedrooms, as shown in the following chart:



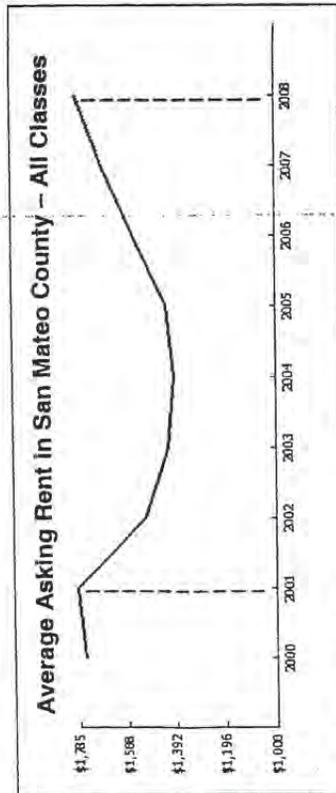
(Sources: Second units - Craigslist (see Appendix B), Apartment complexes – RealFacts, 2008 data.)

The survey conducted by Woodside in 2000 demonstrates the same trend, with an even stronger tendency towards smaller second units – full data is shown in the following table:

	Second Units			All Apartments RealFacts
	Craigslist	Woodside Survey	Los Altos Hills Survey	
Studio	39%	50%	39%	9%
1 Bedroom	35%	23%	42%	42%
2 Bedroom	27%	23%	19%	41%
3 Bedrooms+	NA	3%	NA	8%

Square footage data for second units in San Mateo County is not available, but it is likely that second units have lower square footage as well, contributing to their relative affordability.

**APPENDIX A: AVERAGE APARTMENT COMPLEX RENTS IN SAN MATEO COUNTY, 2000-2008**



Source: RealFacts Online

Rents for large apartment complexes (50+ units) in San Mateo County in 2008 are essentially the same as in 2001 – specifically, average rents are 0.2 percent *lower* in 2008. Studio apartments are the only category of small rentals with a non-trivial change between 2001 and the present: they are now about 6 percent less expensive.

	2000	2001	2002	2003	2004	2005	2006	2007	2008	% change 2001 to 2008
Avg. Rent	\$1,760	\$1,785	\$1,511	\$1,416	\$1,394	\$1,424	\$1,555	\$1,683	\$1,782	-0.2%
studio	\$1,142	\$1,227	\$1,032	\$925	\$921	\$933	\$1,040	\$1,117	\$1,155	-5.9%
jr 1bd	\$1,562	\$1,489	\$1,202	\$1,135	\$1,095	\$1,135	\$1,277	\$1,413	\$1,487	-0.1%
1bd 1bth	\$1,593	\$1,586	\$1,339	\$1,260	\$1,237	\$1,267	\$1,387	\$1,506	\$1,586	0.0%
2bd 1bth	\$1,748	\$1,857	\$1,590	\$1,469	\$1,434	\$1,440	\$1,572	\$1,723	\$1,841	-0.9%
2bd 2bth	\$2,279	\$2,230	\$1,899	\$1,766	\$1,742	\$1,797	\$1,950	\$2,086	\$2,217	-0.6%
2bd TH	\$1,910	\$2,068	\$1,724	\$1,652	\$1,584	\$1,617	\$1,712	\$1,839	\$1,966	-4.9%
3bd 2bth	\$2,427	\$2,840	\$2,327	\$2,221	\$2,309	\$2,283	\$2,435	\$2,590	\$2,772	-2.4%
3bd TH	\$1,987	\$2,204	\$1,993	\$1,830	\$1,768	\$1,783	\$1,934	\$2,159	\$2,244	1.8%

Source: RealFacts Online

## APPENDIX B: SECOND UNITS LISTED ON CRAIGSLIST (SEPT. 16-23, 2008)

Price	BRs	Jurisdiction
\$700	0	Daly City
\$810	0	San Bruno
\$850	0	San Bruno
\$1,150	0	San Mateo
\$1,200	0	Coastside/Pescadero
\$1,200	0	Daly City
\$1,200	0	Pacifica
\$1,200	0	Redwood City
\$1,200	0	Redwood City
\$1,250	0	Menlo Park
\$950	1	San Bruno
\$975	1	Brisbane
\$1,200	1	Burlingame
\$1,200	1	Redwood City
\$1,300	1	San Mateo
\$1,400	1	Redwood City
\$1,400	1	South San Francisco
\$1,500	1	Redwood City
\$1,500	1	South San Francisco
\$1,285	2	San Bruno
\$1,300	2	Daly City
\$1,350	2	Palo Alto
\$1,350	2	South San Francisco
\$1,350	2	South San Francisco
\$1,500	2	Daly City
\$2,200	2	South San Francisco

This data is based on 26 Craigslist posts dated Sept. 16-23, 2008. The posts were selected from apartments for rent based on including the term "in-law," which is a clear, consistent indicator of a second unit.

Fourteen units had utilities included; four listed exact utility costs, and were adjusted upward accordingly. For the remaining eight units, it was unknown whether utilities were included. For these units, costs were adjusted upward by the normal utility cost for a unit of that size multiplied by the likelihood that utilities were included.

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### **APPENDIX C: UTILITY COST ADJUSTMENTS**

RealFacts does not include utility costs in its listing for apartment complex rents, so costs for apartments listed on RealFacts are computed as rent plus normal utility cost for a unit of that size. Based on HUD data, utility costs for San Mateo County for 2007 were:

- Studio – \$130/month
- 1-BR – \$155/month
- 2-BR – \$181/month

## APPENDIX D: PORTOLA VALLEY 2001 SURVEY DATA

Rent	Occupants
\$ 210	1
\$ 300	1
\$ 500	2
\$ 750	1
\$ 780	1
\$ 875	1
\$ 1,000	1
\$ 1,000	1
\$ 1,200	1
\$ 1,600	1
\$ 1,650	1
\$ 2,300	2

An additional 10 units were occupied at no cost by family members, caretakers, or household employees.

*Affordability Calculation Methodology:* Affordability for Portola Valley second units was calculated based on affordability thresholds for 2000, which are as follows:

Household Size	Median Income in San Mateo County	Affordable for Extremely Low Income (under 30% of median)	Affordable for Very Low Income (30-50% of median)	Affordable for Low Income (50-80% of median)	Affordable for Moderate Income (80-120% of median)
1 Person	\$51,000	\$394	\$655	\$1,020	\$1,530
2 Person	\$58,313	\$450	\$749	\$1,166	\$1,749
3 Person	\$65,625	\$505	\$843	\$1,313	\$1,969

Data source: HUD

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## **APPENDIX E: AFFORDABILITY OF STUDIOS THROUGH 2BR/1BA APARTMENTS IN LARGE APARTMENT COMPLEXES**

(Data from RealFacts 2008.)

Affordability ratios for *one-person* households based on this data are as follows:

- 0 percent of apartment complex rentals in San Mateo County are affordable to **extremely low income** 1-person households.
- 1 percent of apartment complex rentals in San Mateo County are affordable to **very low income** 1-person households.
- About an additional 40 percent of apartment complex rentals in San Mateo County are affordable to **low income** 1-person households (41 percent total).
- About an additional 24-39 percent of apartment complex rentals in San Mateo County are affordable to **moderate income** 1-person households (65-80 percent total, or about 72 percent).

For *two-person* households, affordability ratios are as follows:

- 0 percent of apartment complex rentals in San Mateo County are affordable to **extremely low income** 2-person households.
- About 4 percent of apartment complex rentals in San Mateo County are affordable to **very low income** 2-person households.
- About an additional 55 percent of apartment complex rentals in San Mateo County are affordable to **low income** 2-person households (63 percent total).
- About an additional 30 percent of apartment complex rentals in San Mateo County are affordable to **moderate income** 2-person households (93 percent total).

## APPENDIX H

### INVENTORY OF SHELTERS AND SERVICES

#### Inventory of Shelters and Services for the Homeless in San Mateo County

##### Services

The Center on Homelessness partners with community-based organizations to provide a number of services for the homeless individuals and families in San Mateo County, including:

- General information and referral to homeless shelters in the community.
- Emergency assistance in the form of food, clothing, and shelter.
- Assistance with infant needs, utilities, landlord/tenant issues, translations, and applications for other supportive assistance (Health Insurance, Alcohol and Other Drug Services, Employment and Financial Assistance)
- Short-term case management.

##### Community Partners

Seven Community Service Agencies provide San Mateo County residents with information and referral, emergency assistance, case management and other services. These services include, but are not limited to, food, transportation, clothing, shelter, infant needs, housing assistance, utility, advocacy, translation and forms assistance, landlord/tenant information, and referral to other agencies.

##### Community Service Agencies

##### **Other Community Partners:**

##### Clara-Mateo Alliance

795 Willow Road, Bldg. 323-D

Menlo Park, CA 94025

Phone: 853-7065

FAX: 853-7083

The Clara-Mateo Alliance Shelter, located on the grounds of the Veterans Administration (VA) in Menlo Park, provides shelter, transitional and long-term transitional housing for homeless individuals, couples and families in addition to the Elsa Segovia Center, slated to open in November of 2001, a day center which will provide on-site services from County staff and other non-profit agencies to address the mental health, physical health and social service needs of individuals and families.

##### St. Vincent de Paul

50 North "B" Street

San Mateo, CA 94401

Phone: 343-4403

FAX: 343-9495

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The Society of St. Vincent de Paul, Particular Council of San Mateo County is a non-profit Catholic lay organization made up of men, women and youth who provide a variety of services to those in need throughout San Mateo County. These services are offered regardless of race, religion, creed or ethnic origin. The San Mateo Council has over 720 volunteers who work through 30 Conferences (groups established in Catholic parishes) and 3 Homeless Services Conferences to provide services to those in need. These services include, but are not limited to, delivery food to the poor in their homes and providing other basic necessities such as rental assistance, clothing and home furnishings. Visits are also made to the sick, homebound, elderly, and those in prison or other institutions.

Second Harvest Food Bank

1051 Bing Street  
San Carlos, CA 94070  
Phone: 610-0800  
FAX: 610-0808

Second Harvest Food Bank of Santa Clara and San Mateo Counties is a private non-profit organization that collects and distributes millions of pounds of food each year to low-income children, adults and seniors. They distribute food at local not-for-profit agencies serving low-income families and individuals, including the Core Service Providers; provide food and nutritional services to member agencies; supplement the diets of low-income elderly by direct distribution of a weekly grocery bag; and coordinate a holiday food drive with County employees.

Service League of San Mateo County

727 Middlefield Road  
Redwood City, CA 94063  
Phone: 364-4664  
FAX: 365-6817

The Service League develops, coordinates and delivers in-custody program, services and other activities within all San Mateo County jails and delivers after-release programs and services at four program sites in the community. Agency programs provide humanitarian, educational, spiritual and personal growth services for jail inmates, ex-offenders released from jail or prison, and the families of either.

Shelter Network

1450 Chapin Avenue, 2nd Floor  
Burlingame, CA 94010  
Phone: 685-5880  
FAX: 685-5881

Shelter Network provides emergency shelter, transitional and long-term transitional housing under seven programs: Family Crossroads (transitional housing for families) in Daly City; First Step for Families (emergency shelter and transitional housing for families) in San Mateo; East Palo Alto House (transitional housing for men) in East Palo Alto; Redwood Family House (transitional housing for families) in Redwood City; Maple Street Shelter (emergency shelter and transitional housing for men and women) in Redwood City; Haven Family House (transitional housing for families) in Menlo Park; and Bridges (long-term transitional housing) at locations throughout the County.

**For More Information**

For more information on the Center on Homelessness or on homeless issues and services, please contact:

Wendy Goldberg  
Center on Homelessness  
Office of Housing  
262 Harbor Blvd., Bldg. A  
Belmont, CA 94002  
Phone: 650-802-3378  
Fax: 650-802-5049  
E-mail: [wgoldberg@smchsa.org](mailto:wgoldberg@smchsa.org)

**Emergency Assistance Agencies**

The Community Service Agencies provide or locate emergency food, shelter, clothing, employment services, PG&E assistance funds, short-term counseling, and additional services. (Not all of these agencies offer the same services. Please call each agency directly to find out what services they provide.)

Fair Oaks Community Center

2600 Middlefield Road  
Redwood City, CA 94063  
Phone: 780-7500  
FAX: 298-8184

Serves: Redwood City, Portola Valley, North Fair Oaks, Woodside, Atherton

*Source: San Mateo County Human Service Agency, Information provided for reference only*

