

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

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March 1, 2024

Thomas C. Williams, City Manager
City of Millbrae
621 Magnolia Avenue
Millbrae, CA 94030

Dear Thomas C. Williams:

RE: City of Millbrae's 6th Cycle (2023-2031) Adopted Housing Element

Thank you for submitting the City of Millbrae's housing element that was adopted February 27, 2024 and received for review on February 28, 2024. Pursuant to Government Code section 65585, the California Department of Housing and Community Development (HCD) is reporting the results of its review.

HCD is pleased to find the adopted housing element in substantial compliance with State Housing Element Law (Gov. Code, § 65580 et seq) as of the date of this letter. The adopted element was found to be substantially the same as the revised draft element that HCD's February 21, 2024 review determined met statutory requirements.

Additionally, the City must continue timely and effective implementation of all programs including but not limited to the following:

- Program HIP-9 (Reduce Exposure to Environmental Pollution)
- Program HIP-13 (Replacement Housing for Existing Lower-Income Units)
- Program HIP-14 (Conduct a Residential Development Feasibility Study)
- Program HIP-17 (Rezone for Lower-Income Sites)
- Program HIP-18 (Encourage Accessory Dwelling Units (ADUs))
- Program HIP-22 (Developer Outreach)
- Program HIP-23 (Expedite Affordable and Special Needs Projects)
- Program HIP-26 (Reasonable Accommodation)
- Program HIP-27 (Update Density Bonus Ordinance)
- Program HIP-31 (State and Federal Funding)
- Program HIP-35 (Assist with the Development of Lower-Income Housing)
- Program HIP-36 (Extremely Low-Income Developments)
- Program HIP-43 (Zoning for Special Housing Needs)
- Program HIP-44 (Update the City's Zoning Ordinance)
- Program HIP-45 (Residential Care Facilities)

- Program HIP-47 (Maintain/Update the Site Inventory)
- Program HIP-48 (Reduced Parking Requirements)
- Program HIP-49 (Citywide Objective Residential Design Standards)
- Program HIP 55 (Housing Mobility)
- Program HIP-56 (New Housing Choices in Lower-Density Neighborhoods)
- Program HIP-59 (Eastside Specific Plan Development)

The City must monitor and report on the results of these and other programs through the annual progress report, required pursuant to Government Code section 65400. Please be aware, Government Code section 65585, subdivision (i) grants HCD authority to review any action or failure to act by a local government that it determines is inconsistent with an adopted housing element or housing element law. This includes failure to implement program actions included in the housing element. HCD may revoke housing element compliance if the local government's actions do not comply with state law.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant, the Strategic Growth Council and HCD's Affordable Housing and Sustainable Communities program, and HCD's Permanent Local Housing Allocation consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the City now meets housing element requirements for these and other funding sources.

For your information, some general plan element updates are triggered by housing element adoption. HCD reminds the City to consider timing provisions and welcomes the opportunity to provide assistance. For information, please see the Technical Advisories issued by the Governor's Office of Planning and Research at: <https://www.opr.ca.gov/planning/general-plan/guidelines.html>.

HCD appreciates the hard work and dedication the housing element update team provided in the preparation of the City's housing element. HCD wishes the City success in implementing its housing element and looks forward to following its progress through the General Plan annual progress reports pursuant to Government Code section 65400. If HCD can provide assistance in implementing the housing element, please contact Pierce Abrahamson, of our staff, at pierce.abrahamson@hcd.ca.gov.

Sincerely,



Paul McDougall
Senior Program Manager