5.1.2020

Updates and information on programs and projects at the City of San Carlos.

San Carlos Together, Inc.
San Carlos Together received a grant of $5,000 through the City’s Fiscal Year 2019-20 Non-Profit Grant Program. The grant will contribute to the organization’s mini-grant fund as well as the maintenance and replacement of the flower baskets on Laurel Street.

San Carlos Together was incorporated in 2009 as a call to action by the City Council through the approval of the "Enhancing the City of Good Living Initiative." Since then, San Carlos Together has operated as a non-profit, public benefit corporation that supports cultural, educational, recreational, and neighborhood improvement programs and projects in San Carlos. In addition to providing and maintaining flower baskets on Laurel Street, it also provides startup grants for organizations interested in developing projects or programs designed to enhance San Carlos’ reputation as "The City of Good Living." These mini-grants provide funds and insurance coverage for community groups that do not qualify for 501(c)(3) funding and could not otherwise provide their services to the community. For more information, visit the San Carlos Together website.
Commission Recruitments
The City is currently accepting applications for the following Commission/Board seats:

- Economic Development Advisory (2 seats)
- Museum of San Carlos History (1 seat)
- Parks, Recreation and Culture (1 seat)
- Transportation & Circulation (2 seats)
- Alternates for all Commissions, except the Residential Design Review Committee

Due to the current pandemic, the deadline for the receipt of applications has been extended until further notice, and the meeting with staff and the interview with Council (originally scheduled for May 28th and June 2nd, respectively) have been postponed. When available, the new dates will be provided to applicants and posted online.

For more information, contact the City Clerk’s office at cityclerk@cityofsancarlos.org or visit the City of San Carlos website at: www.cityofsancarlos.org/currentopenings.

Community Development

Building Permit Process Update
With the revised Shelter-In-Place Order (effective May 4th) now allowing construction activity, the Building Division anticipates a large volume of virtual inspection requests and issuance of permits previously on hold. With more people at home, we will be implementing measures to make the transition back to work as smooth as possible.

A flyer will be provided to all construction sites and with new permits in English and Spanish noting hours of construction, County health requirements and a good neighbor message to make sure contractors are being sensitive to more people at home and walking and biking. Building inspectors will be driving around town to do pop-up checks of sites and to make their presence known. Contractors will be informed that violations or problems that are unresolved could lead to a suspension of construction.

Our web page and other online information is being updated and staff is ready to accommodate the increased workload. There has been an increase in phone calls and emails this week in anticipation of construction activity commencing once again on May 4th.

While City Hall is closed, we’ll continue to take in permit applications electronically and hand off permits via a “drop box” outside the north doors of City Hall facing the dog park. Digital copies of approved plans will be used on job sites.
City of San Carlos Business Impact Survey
The City of San Carlos has developed a COVID-19 Business Economic Impact Survey to be completed by local businesses. The goal of this survey is to help the City better understand how our business community is being impacted by COVID-19 and what resources those within the community have so far been able to access. Please help us serve you better by clicking on the link below and answering each question to the best of your ability.

San Carlos COVID-19 Business Impact Survey

Accessory Dwelling Unit Update
Accessory Dwelling Units (ADUs), also known as granny flats or in-law units, provide independent living quarters for one household with full facilities for sleeping, eating, cooking, and sanitation on the same lot as the primary single-family dwelling. The Community Development Department began the process of updating the ADU Ordinance to comply with State regulations on October 7, 2019 by holding a Planning Commission study session to get feedback from the community. Since then, the State has passed new regulations requiring cities to update their ordinances consistent with State law. Planning staff also attended the Transportation and Circulation Commission meeting on December 12, 2019 to get feedback on the new State-mandated ADU parking standards. The Planning Division is now ready to release a public draft of the proposed new ADU Ordinance on May 1, 2020 and has scheduled a Planning Commission Public Hearing on June 1, 2020 at 7:00 p.m. via Zoom to discuss the first draft and get additional community feedback. Some of the topics to be discussed include State-mandated maximum floor area for attached and detached ADUs (e.g. per State law, a one-bedroom ADU may be up to 850 sq. ft. and a two-bedroom ADU may be up to 1,000 sq. ft. in size), height requirements, parking (e.g. no replacement parking for garages that convert to an ADU per State law), and design preferences for orientation of windows and doors. City Council will be the final review authority for the ADU Ordinance. For more information please visit: cityofsancarlos.org/ADU.

Welcome Home San Carlos
Welcome Home, San Carlos was a joint effort between the City and Home for All, a San Mateo County collaborative, aimed at helping our community talk more constructively about the shared challenge of housing. The goal was to listen to the community and to hear about the priorities, concerns, and values of those who live and work in San Carlos. The initiative launched in Fall 2019 and comprised of pop-up events, intercept interviews, and two community conversations. On November 7, 2019, about 100 community members, City Council members, and staff gathered at the Hiller Aviation Museum for the first meeting. The second meeting took place on Saturday, February 1, 2020 at the San Carlos Adult Community Center with 55 people in attendance. It was gratifying to see community members working together to address housing and transportation issues in our community.

The major themes that came out of these meetings revolved around how to increase affordable housing units; the desire for more efficient public transit including pedestrian and bicycle pathways; how to preserve the small town feel while also accommodating more housing developments; and better understanding of how the State housing laws impact the City. Through this conversation series, we hoped to increase community participation, ensure that all voices are heard, and learn more about our community’s hope for the future. Our goal was to create an inclusive and more informed environment for people
to talk and listen to each other, while also identifying key priorities that can guide future actions on housing. Summary reports and videos for both meetings are available at www.cityofsancarlos.org/welcomehome. The summary report from the second meeting is attached. Council will receive a presentation on the cumulative Home for All effort at the June 8 meeting.

**Fire**

**Fire Updates**

On Saturday April 25, 2020 at 1:34 p.m. the Fire Department responded to a structure fire at 1054 East San Carlos Avenue. When the crews arrived, they found a working fire in a commercial building with a delivery truck parked in front of the roll up door. The delivery truck created access issues for the crews. The fire within the building was growing while the crews attempted entry and for this reason a 2nd alarm was requested. The crews were able to make entry through the roll up door and extinguished the fire with a 2 ½" hose line. The businesses on either side of the fire unit were checked for any damage and there was no fire in these units. There was a total of 36 firefighters on the scene and 8 Engine companies, 2 Truck Companies, and 4 Battalion Chiefs. Fire personnel came from San Mateo, Menlo Park, Woodside, Belmont, Foster City, and Redwood City. The estimated dollar loss is at $500,000 in contents that were damaged by fire, smoke, and water.

It is also noteworthy to mention that this was the second 2nd Alarm fire of the day for the Fire Department. A fully involved detached garage fire on Quartz Street in Redwood City occurred that morning. Thankfully, no public safety personnel or citizens were injured at either fire.

**Parks & Recreation**

**Diaper Drive to Benefit COVID-19 Efforts**

The San Carlos Youth Advisory Council is hosting a Diaper Drive to help local families in need. We are in need of diapers and wipes in original packaging, all sizes welcome. All diapers and wipes collected will be donated to One Life Counseling Center, which distributes food, clothing, and baby items on a weekly basis to those most impacted by COVID-19.

Donations may be made in one of two ways:

- **IN PERSON.** Contact-free drop-off will be available from 9:00 a.m. – 5:00 p.m. on Saturday, May 9th. A drop off bin will be located at the front of the San Carlos Youth Center (1001 Chestnut Street).
- **ONLINE VIA AMAZON.** Visit https://a.co/8khEMT1. Our Amazon Wish List is stocked with different diaper and wipe options. All items ship Prime directly to our donation center. Please select One Life Counseling (1033 Laurel Street, San Carlos, CA 94070) as the shipping location.
To see more about the efforts of One Life and our community, view the video from last week’s One Life distribution at: https://gopro.com/v/NlaVvz56Za64Q

If you have questions about this effort, please contact Caitlyn Matoso at cmatoso@cityofsancarlos.org.

---

**Police**

**COVID-19 Health Order Enforcement Efforts**

The San Mateo County Sheriff’s Office continues to educate the public and seek voluntary compliance with the Shelter-in-Place Order, physical distancing, and face covering protocols. We are continuing to use appropriate discretion to minimize risk and increase safety. A Deputy encountering a violation will request that the persons stop the conduct, prioritizing education first. If this approach is unsuccessful, the Deputy will advise the offending persons that failure to comply with the Order could result in a written warning or citation for the misdemeanor offense. Further, the Deputy can advise that the District Attorney’s Office has formally stated that when a person willfully fails to adhere to the directions of the County Health Orders, criminal charges will be filed.

Any complaints from the public regarding Shelter-in-Place violations should be directed to the non-emergency line of their local law enforcement agency (650-802-4321 in San Carlos). Prior to calling and reporting violations, please consider whether a report is truly necessary.

The COVID-19 health crisis is of such significant magnitude that our responsibility requires us to take reasonable and progressive steps to prevent harm to the communities we serve. The San Mateo County Sheriff’s Office wants to thank everyone for doing their best to follow the County’s Health Orders. Please continue to practice physical distancing, limit travel to essential activities, and wear a face covering when outside of the home. We are all in this together and all must do our part to stay healthy and safe.

The entire text of the Health Orders and additional information can be found on the San Mateo County Health website: https://www.smchealth.org/coronavirus.

**Shoplifting Arrests**

On April 23rd at approximately 6:00 p.m., Deputies responded to Home Depot located at 1125 Old County Road on the report of shoplifting. The male suspect out of San Jose was arrested for stealing $149 worth of goods from the store as well as for an active misdemeanor warrant.

On April 24th at approximately 5:30 p.m., Deputies again responded to Home Depot located at 1125 Old County Road on the report of shoplifting. The male suspect was arrested for stealing $500 worth of merchandise from the store.

On April 26th at approximately 3:30 p.m., Deputies responded to CVS located at 1324 San Carlos Avenue on the report of a shoplifting that had just occurred. The male suspect was arrested after being located with approximately $20 worth of alcohol from CVS for which he had not paid.
Public Works

PG&E’s Tree and Vegetation Work along Natural Gas Line 147
PG&E will be conducting tree and vegetation removal along the gas transmission pipeline in the coming weeks. Staff is coordinating with PG&E to identify the species, locations, and timing when this work will be performed. The trees in question are in Eaton Park and are too close to the pipeline’s alignment, so as a precaution the trees and vegetation will be removed.

Staff will continue to work with PG&E and will provide updates as more information is known.

Overnight PG&E Electrical Service Upgrade Work along La Mesa Drive and Pebble Drive
Work is currently underway with upgrading the existing electrical services along La Mesa Drive and Pebble Drive. PG&E has completed all the underground work and now is scheduling the energizing of the newly installed cables, replacement of the existing transformer enclosure, and transferring properties over to the new electrical services.

To complete the remaining work, PG&E requires a temporary shutdown of power to approximately 127 properties. Completing the work overnight and during a weekend will minimize the impact for residents working from home due to the current Shelter-in-Place Order. Also, it allows more flexibility to resolve any issues that arise and restore power before the beginning of the work week.

Work is scheduled to begin Friday, May 8th and be completed by Saturday, May 9th. It is anticipated to take approximately ten (10) hours, so the working hours are between 9:00 p.m. and 9:00 a.m.

There are approximately 32 properties that will have their power shutdown between 10:00 p.m. and 8:00 a.m. to energize their new services. The other approximately 95 properties will have power shutdown in two stages, the first between 10:00 p.m. to 11:00 p.m. and the second between 7:00 a.m. to 8:00 a.m., during the de-energizing and energizing of the new services.

Residents should expect some noise from the basic equipment necessary to complete the work, but it will be during a short period of time.

PG&E has notified the affected residents through letters and phone calls as well as notifying residents within a 100-yard radius.
Continuing the Conversation on Housing

San Carlos residents talk intersection of housing, transportation at second community conversation

Our region has experienced unprecedented job growth and business investment in recent years. Attracted by beautiful weather, great schools and friendly communities, increasing numbers of people are calling our region home. But this investment has come at a cost.

As people have moved to the Bay Area, home prices and rental rates have surged. Housing costs have also increased faster than wages, pushing out teachers, restaurant workers, medical providers, and countless others who call our community home. Our local employers are struggling to attract and retain employees. Many young adults raised in our community cannot afford to move out on their own or are choosing to leave our region for more affordable locales. With these factors in mind, the City of San Carlos launched Welcome Home, San Carlos, a community engagement initiative to help residents talk about the future of housing in our city.

On Saturday February 1, 2020, 70 community members, staff, and elected officials gathered at the San Carlos Adult Community Center for a discussion on housing and transportation in San Carlos. This community conversation was the second of two Welcome Home, San Carlos gatherings hosted by the City of San Carlos, Home for All, Common Knowledge, and the Peninsula Conflict Resolution Center. Home for All is a countywide collaborative that helps community members talk constructively about the shared challenge of housing.

The second community meeting addressed three primary goals:

1. Broaden the conversation about housing and transportation in San Carlos
2. Provide a general overview of new state housing laws
3. Create awareness and understanding of current city actions and upcoming decisions related to housing

Overall Project Goals

1. Develop processes, tools, and resources to engage the community in conversation about various housing issues
2. Implement community engagement outreach efforts designed to invite a representative cross-section of the community (with emphasis on those who are not currently participating in civic dialogue)
3. Develop a report that documents the engagement outcomes, community conversation highlights, questions and concerns, and other ideas and suggestions that the City, Council, and community stakeholders can explore
4. Work to empower the public to inform decisions about local housing initiatives, proposals, and policies moving forward
Both Welcome Home San Carlos gatherings were intended to help create an inclusive and more informed environment for people to talk and listen to each other, while also identifying key priorities that can guide future actions on housing. The second meeting built on themes identified at the first conversation on November 7, 2019.

Participants at the February 1 community conversation brought a diverse array of housing knowledge and experience. Most attendees had some knowledge of current housing and transportation conditions in San Carlos. Over 70 percent of attendees had knowledge about how the San Carlos community is working together to address housing challenges. All participants were able to contribute to a productive conversation through facilitated table discussions.

This meeting summary includes input from the following sources:

- Individual input and feedback forms that were submitted by 29 of the 40 participants
- Perspectives and comments shared by community members during the City’s multi-week outreach effort via small-group meetings and intercept interviews
- Table discussion notes prepared by nine volunteer table facilitators
- Input from the Shape San Carlos online survey questionnaire

Inclusive Outreach

In preparation for the second community conversation, City staff continued to engage in a robust outreach effort, specifically targeting community members who have not been part of housing conversations in the past. This included holding small-group meetings with representatives from the police and fire departments and staff from the San Carlos School District. City staff also spoke to parents, downtown employees, and other community members to better understand their experiences with housing and transportation. Themes from these conversations included:

- Nextdoor
- Good Living Newsletter
- San Carlos Adult Community Center Newsletter
- San Carlos Facebook and Instagram
- Housing email List
- Flyers distributed at City facilities
- Announcements at public meetings, including the City Council, Planning Commission, Economic Development Advisory Committee, and the San Carlos School District Parent Teachers Association meeting
- In addition to the small-group meetings and one-on-one interviews, the City also encouraged people to attend the second meeting using several communication channels, including:
  - Housing in San Carlos is too expensive for service providers such as teachers, firefighters, and police
  - Taking public transit is not a realistic option for many commuters
Presentation and Discussion #1: Housing and Transportation Challenges in San Carlos

Al Savay, San Carlos’ Community Development Director, kicked off the February 1 meeting by summarizing highlights from the first community conversation and sharing what the City had learned through continued public outreach. The presentation also included basic demographic information about San Carlos residents, housing types, and the consequences of the large jobs-housing gap in San Mateo County. From 2010 to 2018, San Mateo County added roughly 93,000 jobs, while only adding 8500 units of housing. To address the housing-transportation connection, representatives from the San Mateo County Transit District presented information on upcoming projects, including Reimagine SamTrans, Caltrain Electrification, and the Caltrain Business Plan. The presentation set the stage for the first facilitated table discussion, which posed the following questions:

1. What transportation options do you hope to see in San Carlos?
2. How can our community work together to reduce traffic and improve mobility?

The following are highlights of participants’ comments and quotes:

**Transportation options people hope to see in San Carlos**

- Frequent and reliable public transportation; “If you don’t have both, then ridership will be low”
- Connectivity between different transit options; “Innovating new systems to connect public transit”
- Safety for all modes of travel; “Make streets [safer] for foot traffic – right now drivers do not even pay attention to pedestrians or bikes”

**How to work together to reduce traffic and improve mobility**

- Neighborhood network of small shuttles; “Connect local areas with easy, convenient transportation options”
- More community forums to discuss transportation needs
- Encourage transit, while making it less desirable to drive: “Reduce incentive to drive single-occupancy vehicles by charging money for parking downtown”
- Free school shuttles
- Implement the Pedestrian and Bicycle Master Plan

When talking about housing and transportation issues, participants shared a range of personal experiences, including the congested traffic near schools during peak times and the desire to transform Laurel Street into a pedestrian-only area. Community members were interested in improving existing public transit networks and potentially adding neighborhood shuttles. Participants believe that community members should feel safe using all modes of transportation on the streets of San Carlos, including biking, walking, driving, etc.
Presentation and Discussion #2: New Housing State Laws and Options for San Carlos

In the second presentation, Housing and Economic Development Manager Martin Romo highlighted new state laws related to housing. Martin also described various strategies and housing options that the City is considering and a timeline of upcoming housing-related actions. Following the presentation, attendees discussed the following questions:

1. **As we think about upcoming planning efforts and the future of San Carlos, what kind of community do you want to live in? Why is that important to you?**
   a. What hopes do you have?
   b. What concerns are coming up for you?

2. **How else can we work together to better support renters, landlords and homeowners?**

The following are highlights of participants’ comments and quotes:

**The type of community San Carlos Residents want to live in**

- Diverse community; “Multi-generational, diverse politically and socioeconomically, community with good standard of living”
- More middle-income housing; “Hope San Carlos can be accessible to low-middle income residents who want to stay living here”
- More active transportation; “Bicycle and pedestrian nirvana where they are faster, safer, and cheaper than cars!”

**How to support renters, landlords and homeowners**

- Affordable housing; “Redefining what low/moderate means in the City of San Carlos”
- Responsible development; “Allowing more density so we can avoid sprawl”

**Questions and concerns**

- Rising cost of living; “The cost of housing and keeping moderate-income families here. There is concern about the major lack of diversity which is directly related to income/affordability”
- Over-densification; “Mass housing developments do not foster a feeling of community, knowing your neighbors”
- Need more transit options; “How transportation choices contribute to our climate crisis”

---

“I want to live in a community that is strengthened by those who live here; i.e. service/essential workers live AND work in our community.

- Participant”
Upcoming City Actions Related to Housing

In the coming months, the City of San Carlos will move forward with several housing-related initiatives, including:

- An Accessory Dwelling Unit (ADU) Ordinance update – Bring San Carlos up to date with new state laws scheduled for Spring 2020
- Below Market Rate (BMR) Ordinance update – The City is conducting a study to assess how to maximize the number of affordable units being built for the BMR ordinance scheduled for completion Summer 2020
- General Plan and Zoning update – The City released the Request for Proposal to review the General Plan and Zoning to identify where changes in density can occur to increase housing supply; scheduled for completion in Fall 2022
- Housing Element update – The Housing Element, which describes how the city will meet its housing goals, will be updated by Summer 2023, per state law.
- Other city initiatives related to housing and transportation include:
  - The Economic Development Plan update
  - New childcare policies that seek to increase that amount of after-school and daycare space in our community
  - Development of the Bicycle and Pedestrian Master Plan

Next Steps

Community members were enthusiastic about continuing the conversation and eager to learn more about what the City will be doing around the issue of housing. Residents are encouraged to stay involved and to learn more:

- Visit the Welcome Home San Carlos webpage
- Join the Housing Email List
- Visit the City’s Housing Resources and Information webpage
- Share this meeting report with people who were not able to attend
- Attend City meetings on the topics that interest you