



A Tradition of Stewardship  
A Commitment to Service

**Planning, Building & Environmental Services**

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**Brian Bordona**  
Interim Director

## MEMORANDUM

To: Board of Supervisors	From: Brian Bordona, Interim Director, Planning Building and Environmental Services Trevor Hawkes, Supervising Planner Silva Darbinian, Deputy County Counsel
Date: January 23, 2023	Re: Board Hearing of January 24-- Item 13C Proposed General Plan Amendment: 2023 - 2031 Housing Element Update

Staff has amended the following documents to the Staff Report:

- 1) Exhibit G Amended Errata Sheet (amendments are tracked)
- 2) Exhibit I Amended Findings/Response to HCD Letter dated November 7, 2022 (amendments are tracked)

Additionally, please find attached a completed checklist outlining how the County has complied with statutory requirements for the Housing Element Update. HCD provides a blank checklist and contains the items that must be contained in housing elements—County staff and consultants have completed the checklist to indicate where the items may be found in the County’s Housing Element. This completed checklist can be referenced as Exhibit M to the Staff Report.

Lastly, please find an Amended Resolution (tracked, Exhibit B to Staff Report) referencing and incorporating the following items to the Housing Element adoption resolution:

- Findings/Response to HCD’s review letter (Exhibit I to Staff Report), and
- Completed HCD Checklist (Exhibit M to Staff Report)