

Charge to the Hillsborough Housing Element Steering Committee

The City Council has formed a Steering Committee to provide information and policy guidance to the consultant and Town staff as they prepare the Draft Housing Element for submission to the State.

The Steering Committee should look on itself not as a collection of individuals with closely or long held positions or interests, but as a collegial body of knowledgeable persons who can broadly represent the Town at large. As such, the Committee is charged with helping to identify programs and direct changes to future development so that the character of our community can be preserved while development and change proceed in accordance with federal, State, and local laws and regulations.

Agreement on issues, goals, and policies should be reached by consensus where possible. Where important differences arise, votes can be taken, and majority and minority statements can be framed.

The consulting contract sets forth a general scope for five meetings of the Steering Committee. Our consultant, Naphtali Knox, will attend and facilitate each one. The Steering Committee is asked to:

- Meeting 1. Review the regional and local housing needs analysis and other background information, in documents provided by the consultant and staff.
- Meeting 2. Identify any *new* issues, goals, policies, and programs not in the current (2002) Housing Element.
- Meeting 3. Review consultant and Town staff draft recommendations for any new action programs and quantifiable objectives for all action programs.
- Meeting 4. Review the Draft Housing Element before it is forwarded to City Council for the Council's endorsement prior to sending the Element to the California Department of Housing and Community Development (HCD) for review.
- Meeting 5. Review the suggestions, recommendations and requirements from HCD following that department's review of the Town's Housing Element.

Additionally, a Town Hall meeting will be held between our 3rd and 4th Steering committee meeting to extend information to the community, answer questions and receive input and ideas.