



# CITY OF SAN MATEO

City Hall  
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## Agenda Report

Agenda Number: 3

Section Name: {{section.name}}

Account Number:

File ID: {{item.tracking\_number}}

**TO:** Planning Commission  
**FROM:** Christina Horrisberger, Director  
**PREPARED BY:** Community Development Department  
**MEETING DATE:** May 23, 2023  
**SUBJECT:**  
Informational Item - 2023-2031 Housing Element Schedule

### RECOMMENDATION:

Receive information on the anticipated schedule to update the City's Housing Element.

### BACKGROUND:

At its May 9, 2023 meeting, the Planning Commission requested an update on the status of the Housing Element, the anticipated schedule to update the Housing Element in response to the State's comments, and timing of when the Planning Commission could meet to provide input on the Housing Element for Council consideration. See [Attachment 1](#) for the tentative schedule for the Housing Element and when it will be brought back to the Planning Commission for input and a recommendation. The attached tentative schedule outlines a Planning Commission public hearing prior to an adoption hearing by the City Council and eventual certification by the state.

This is an informational item on the Housing Element schedule only. Pursuant to the Brown Act, the Commission may only focus its comments and discussion on the Housing Element schedule and not the project itself.

The next opportunity for the public to provide input on this project will be on June 5, 2023, when the City Council will hold a study session on the Housing Element focused on next steps and milestones to achieve certification. For additional information about the 2023-2031 Housing Element and to view HCD's second review letter, please visit the [City's Housing Element Update webpage](#).

### BUDGET IMPACT:

This item is informational and does not affect the City's Budget.

### ENVIRONMENTAL DETERMINATION:

This item is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

### NOTICE PROVIDED

All meeting noticing requirements were met.

### ATTACHMENTS

Att 1 - Housing Element Tentative Schedule

### STAFF CONTACT

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