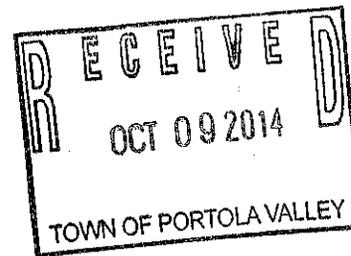


**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500  
Sacramento, CA 95833  
(916) 263-2911 / FAX (916) 263-7453  
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October 7, 2014

Ms. Karen Kristiansson, Deputy Town Planner  
Building and Planning Department  
Portola Valley  
765 Portola Road  
Portola Valley, CA 94028

Dear Ms. Kristiansson:

**RE: Town of Portola Valley's 5<sup>th</sup> Cycle (2015-2023) Draft Housing Element**

Thank you for submitting the Town of Portola Valley's draft housing element update which was received for review on August 25, 14, along with additional revisions received on September 26, 2014. Pursuant to Government Code (GC) Section 65585(b), the Department is reporting the results of its review. Our review was facilitated by a telephone conversation with you on September 3, 2014.

The draft housing element with revisions meets the statutory requirements of State housing element law. The draft housing element with revisions will comply with State housing element law (GC, Article 10.6) when they are adopted and submitted to the Department, in accordance with GC Section 65585(g).

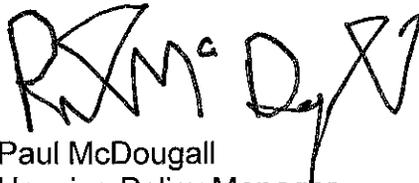
To remain on an eight year planning cycle, pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) the Town must adopt its housing element within 120 calendar days from the statutory due date of January 31, 2015 for ABAG localities. If adopted after this date, GC Section 65588(e)(4) requires the housing element be revised every four years until adopting at least two consecutive revisions by the statutory deadline. For more information on housing element adoption requirements, please visit our Department's website at: [http://www.hcd.ca.gov/hpd/hrc/plan/he/he\\_review\\_adoptionsteps110812.pdf](http://www.hcd.ca.gov/hpd/hrc/plan/he/he_review_adoptionsteps110812.pdf).

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the Town must continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate.

HCD Review of Portola Valley's Housing Element  
October 7, 2014  
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The Department appreciates your efforts and dedication in preparation of the housing element and looks forward to receiving Portola Valley's adopted housing element. If you have any questions or need additional technical assistance, please contact Jess Negrete, of our staff, at (916) 263-7437.

Sincerely,

A handwritten signature in black ink, appearing to read "P. McDougall". The signature is stylized with large, bold letters and a long, sweeping tail on the final letter.

Paul McDougall  
Housing Policy Manager