



COUNTY OF SAN BENITO
PLANNING & BUILDING INSPECTION SERVICES

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TO: Members of the General Plan Advisory Committee
FROM: Michael Kelly, Associate Planner, and Art Henriques, Director of Planning
DATE: January 21, 2010
RE: **General Plan Update Document Examples and Background Report**

Following this page is a memo from the General Plan Update consulting firm Mintier Harnish. This memo presents a set of sample documents demonstrating the kinds of reports that have been produced in similar GPU efforts in other jurisdictions. Attached to the memo is a CD containing these samples.

A sample of a background report is provided. Planning Staff and the consultant are currently reviewing and editing the first portion of the County GPU's background report, and the second portion will be prepared with the assistance of an environmental consultant. Staff intends to present the first portion to the Committee at the second meeting of the year.