

[date]

**Re Support for CF 14-0692-S2 / Request for specific procedural change in registration of Density Bonus affordable housing units.**

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On [date], the Neighborhood Council of Westchester Playa Board of Directors voted to support a motion to request an update to the City's Density Bonus project Certificate of Occupancy procedure, with the goal of guaranteeing developers are registering new affordable units with the Housing and Community Investment Department (HCID).

Specific process amendment:

1. LADBS issues a *temporary* Certificate of Occupancy on a Density Bonus project.
2. LADBS informs HCID of this action.
3. Developer registers newly available affordable units with HCID.
4. LADBS issues the permanent Certificate of Occupancy only after HCID confirms affordable units are properly registered with the City.

We would appreciate consideration and response to this proposed procedural change.

Sincerely,

Cyndi Hench  
President

Cc

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