



NORTH PARK PLANNING COMMITTEE (NPPC)

Draft Agenda: September 19, 2023, 6:30 p.m.

Meeting Location:

North Park Christian Fellowship 2901 N Park Way San Diego CA 92104

Virtual Meeting Via Zoom Platform

Register online at: <https://tinyurl.com/NPPCzoom>

Or Dial +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 Meeting ID: 987 0091 5525 Password ID: 150923

www.northparkplanning.org

info@northparkplanning.org

Like us:  NorthParkPlanning Follow us:  @NPPlanning
To receive NPPC Agendas & Announcements sign up at: https://www.facebook.com/NorthParkPlanning/app_100265896690345

I. Parliamentary Items (6:30-6:35 p.m.)

- A. Call to Order, Roll Call and Attendance Report
- B. Modifications to the NPPC Agenda
- C. Agenda: Adoption of September 19th, 2023 Agenda
- D. Minutes: No minutes from August, meeting cancelled
- E. Treasurer's Report

II. Non-Agenda Public Comment (6:35-6:45 p.m.)

Limited to Items not on Agenda; non-debatable. One-minute maximum, Chair can award more time as need but we have a very full agenda this week.

III. Announcements & Event Notices: Limited to One minute each. (6:45-7:00 p.m.)

- A. Special Guest Speaker: Assemblymember Christopher M. Ward, State of California, 78th Assembly District

- B. *A recognized CPG may make advisory recommendations to the City and other governmental agencies on land use matters within the CPG's planning area boundaries, including the preparation of, adoption of, implementation of, or amendment to, the General Plan or a land use plan when a plan relates to its boundaries. Recognized CPGs may also advise on associated matters as described in this Policy, and on other land use matters as requested by the City or other governmental agencies. However, the City is not bound to follow the advice or recommendations of the CPGs.*

-Council Policy 600-24

- C. **Training Recording and Questionnaire**
Attendance by all community planning group members at a Community Planning Group Orientation Workshop is required by City Council Policy 600-24. In order to meet the criteria for indemnification, this training must be completed within 60 days of being elected, or as soon as it is scheduled.

The workshop is typically offered once a year in the spring following annual elections in March and typically includes review of Council Policy 600-24 and the development project review process.

If a planning group member did not attend the virtual training on June 12, 2023, an alternative to the training can be taken by completing the following (linked below):

- 1) Watch the June 2023 Annual Planning Group [Training recording](#).
- 2) Complete the [Questionnaire](#).
- 3) After reviewing your results, forward a completed copy of your questionnaire that you will receive in your email to SDPlanningGroups@sandiego.gov to receive credit for training this year.

For questions, email SDPlanningGroups@sandiego.gov.

IV. Elected Official & Planner Reports: Reports are limited to 2 Min Max (7:00-7:10 p.m.)

- A. Welcome Lauren Macdonald, Hon. Nathan Fletcher, SD Board of Supervisors Dist. 3, (619) 531- 6065, lauren.macdonald@sdcounty.ca.gov
- B. Kohta Zaiser, Hon. Todd Gloria, Mayor of San Diego, ZaiserK@sandiego.gov.
- C. Stopher Vallejo. Toni Atkins, State Senate Dist. 39, 619-645-3133, christopher.vallejo@sen.ca.gov
- D. Logan Braydis, Hon. Stephen Whitburn, City Council Dist. 3, (619) 236-6633 LBraydis@sandiego.gov
- E. Jeffrey Ryan, Planning Department, (619)235-5221 JTRyan@sandiego.gov

V. Action / Informational Items (7:00-8:00 p.m.)

- A. NPPC Website revamp. Presenter: Kate Callen, Carmen Cooley-Graham
- B. NPPC Board Member Potential Conflict of Interest. Presenter: Kate Callen
- C. Angle Parking *“City no longer requests or requires Angle Parking change approvals from planning groups. This is incorrect, the City requires a recommendation from the community planning group on angle parking conversions.”* Presenter: Claudia Brizuela Senior Traffic Engineer
 - Louisiana Street (Howard Avenue – Polk Avenue)
 - Louisiana Street (Polk Avenue – Lincoln Avenue)
 - Mississippi Street (Madison Avenue – Mission Avenue) * Please note we are in the process of evaluating several contiguous segments along Mississippi Street for angle parking conversion.
 - Lincoln Avenue (Polk Av – Georgia St)
- D. Operating Procedures also known as bylaws. Presenter: Mark Spitzer
- E. Ethical Standards. Presenter: Mark Spitzer
- F. Community Representation and Participation Plan. Presenter: Steve Oechel
- G. Planning Group Stipend. Presenter: Steve Oechel

VI. Subcommittee Reports (8:00-8:05 p.m.)

- A. Urban Design & Project Review: Chair Mark Spitzer
- B. Public Facilities & Transportation: Chair Doug Schueler
- C. ADHOC Bylaws Subcommittee: Chair Mark Spitzer

VII. Liaison Reports (8:05-8:15 p.m.)

- A. Balboa Park Committee: Howard Blackson
- B. Maintenance Assessment District: Patrick Garbani
- C. North Park Main Street: Patrick Garbani
- D. Adams Avenue Business Association: Marty Graham
- E. El Cajon Boulevard Business Improvement Association: VANCANT
- F. University Heights Community Association: Carmen Cooley-Graham/Steve Oechel
- G. CPC Report: Marty Graham/Steve Oechel
 - Blueprint San Diego CPC Ad Hoc Committee.

VIII. New Business (8:15-8:20 p.m.)

- A. Presentation from Mr. Hauser on collecting data on bike lane usage in North Park
- B. NPPC CIP Priority list for Infrastructure Survey
- C. NPPC recommendation to improve traffic safety at 30th, Upas, and Ray
- D. St Spyridon Right of Way Vacation Request

IX. Future NPPC Meeting Date: Next meeting is Tuesday, October 17th, 2023, 6:30 p.m.

X. Adjournment (8:30 p.m.)

**For more info on any project, enter the SD Development Services PTS number in “Project ID” at <https://opensd.sandiego.gov/Web/Maps/ApprovalsDiscretionary>

To request an agenda in alternative format, a sign language, or oral interpreter, call (619) 236-6405.

How NPPC Conducts Business

Parliamentary Items (6:30-6:45 p.m.)

A. Call to Order, Roll Call and Attendance Report

Chair calls the meeting to order

Secretary performs Roll Call and documents attendance in meeting minutes. Announces that the meeting has a quorum and can proceed

B. Modifications to the NPPC Agenda

Chair: Asks the Board if they would like to update or add an informational or action item to the agenda. If the Board would like to add an item to the agenda then the Board follows Robert's Rules cheat sheet below.

C. Agenda: Adoption of February 21, 2023 Agenda

Chair: Since there are no (or "nor further") corrections, the agenda is approved as circulated (or "as corrected").

D. Minutes: Approval of January 17, 2023 Minutes

Chair: Draft minutes have been sent to all members in advance and the actual reading of them aloud is omitted unless any member requests that they be read. Are there any corrections to the minutes? Since there are no corrections, the minutes are approved as circulated.

NOTE: A draft of the minutes circulated to members must be clearly marked as such. If for any reason there are minutes of other meetings in addition to the last meeting that have not yet been approved, they are taken up from earliest to latest. A formal motion to approve the minutes is not necessary. The only proper way to object to the approval of the minutes is to offer a correction to it. With or without a formal motion, the chair asks, "Are there any corrections to the minutes?" Corrections, when proposed, are usually handled by unanimous consent, but if any member objects to a proposed correction, a motion to Amend may be moved.

E. Treasurer's Report

XI. Non-Agenda Public Comment (6:45-6:55 p.m.)

Chair: Are there any non-agenda public comments? Please limit comments to items not on Agenda; non-debatable. Two-minute maximum per comment and only one comment per community member,

Note: Chair can award more or less time as need.

XII. Announcements & Event Notices: Limited to One minute each. (6:55-7:00 p.m.)

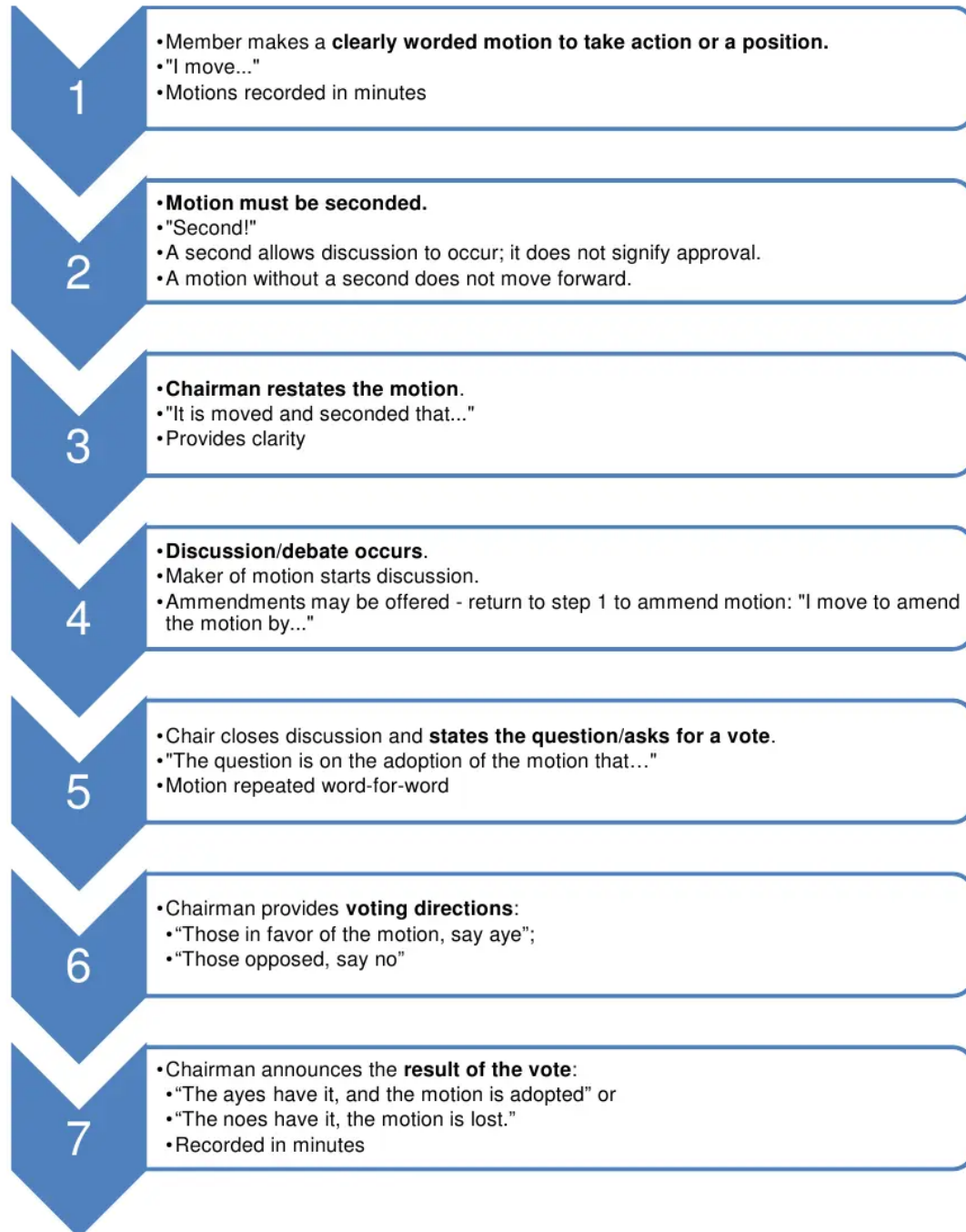
XIII. Elected Official & Planner Reports: Reports are limited to 2 Min Max (7:00-7:10 p.m.)

XIV. Action / Informational Items (7:00-8:00 p.m.)

- A. Informational / Action Item: Item is presented to the board and the community. After the presentation is finished, the Chair asks for public comment limited to 2 minutes and each community member can only speak once. Once public comment has concluded, the Board is given an opportunity to make a motion or ask questions to the presenter. Each Board member is allowed one question to the presenter. If a motion is made with a second, the Board then discusses the motion. Chair will end the discussion and ask the Secretary to take the motion to a vote. If a motion is not seconded, the chair will state that the motion is tabled. If no motions are seconded, the agenda item is complete with no motion passed and the chair moves on to the next agenda item.

Robert's Rules of Order Cheat Sheet

HOW TO INTRODUCE NEW BUSINESS – The Main Motion Process



XV. Subcommittee Reports (8:00-8:05 p.m.)

- A. Urban Design & Project Review:
- B. Public Facilities & Transportation:

XVI. Liaison Reports (8:05-8:15 p.m.)

- A. Balboa Park Committee:
- B. Maintenance Assessment District:
- C. North Park Main Street:
- D. Adams Avenue Business Association:
- E. El Cajon Boulevard Business Improvement Association:
- F. University Heights Community Association:
- G. CPC Report:

XVII. New Business (8:15-8:20 p.m.)

XVIII. Future NPPC Meeting Date:

XIX. Adjournment (8:30 p.m.)

Board Officers – Roles and Responsibilities

Chair

- Ensure NPPC Bylaws are followed
- Ensure Council Policy 600-24 is followed
- Create Agenda for NPPC Meetings
- Sends NPPC Agenda to the City at least 72 hours before the next meeting, preferably the Wednesday before the Tuesday meeting
 - Agenda needs to be emailed in PDF format to:
 - SDPlanninggroups@san Diego.gov
 - jtryan@san Diego.gov
 - office@northparkmainstreet.org
 - Agenda needs to be posted to NPPC Website 72 hours before next meeting
 - Agenda and Minutes need to be emailed to NPPC email subscribers via MailChimp software application 72 hours before the start of the next meeting
- Leads the NPPC Meeting
- Represents NPPC at CPC meetings

Vice Chair

- Backup to Chair if Chair is unable to attend a NPPC meeting
- Monitors all community activity on Zoom application during hybrid meetings
 - Chair will not be monitoring Zoom activity so it is the Vice Chairs responsibility to ensure virtual participation is successful
 - Notifies Chair when a member of public on Zoom would like to make a comment or would like to go off mute
 - Admits community members into Zoom meeting
 - Manages the Timer for speakers to ensure each speaker concludes within the time allotted

Secretary

- Performs Call to Order during NPPC Meetings
- Takes Board to a vote
- Captures NPPC Meeting Minutes and distributes Meeting Minutes to the Board for review one week prior to start of the next meeting
- Send Meeting Minutes to the City at least 72 hours before the next meeting
 - Minutes need to be emailed in pdf format to:
 - SDPlanninggroups@san Diego.gov
 - jtryan@san Diego.gov
 - office@northparkmainstreet.org
 - Minutes need to be posted to NPPC website 72 hours before the next meeting

Treasurer

- Manages the Bank Of America checking account
- Fills out and submits the annual reimbursement form to the City
 - Annual budget is \$500
- Provides balance of checking account at each NPPC meeting
- All expenditures need to be discussed during a publicly noticed NPPC or NPPC Subcommittee meeting

Subcommittee Chairs – Roles and Responsibilities

Public Facilities and Transportation Subcommittee Chair

- Create Agenda for Subcommittee meeting
- Captures meeting minutes
- Sends Agenda and Meeting Minutes to the City at least 72 hours before the next meeting
 - Agenda and Minutes need to be emailed in pdf format to:

- SDPlanninggroups@sandiego.gov
- jtryan@sandiego.gov
- office@northparkmainstreet.org
- Agenda and Minutes need to be posted to NPPC website 72 hours before the next meeting
- Agenda and Minutes need to be emailed to NPPC email subscribers via MailChimp software application 72 hours before the start of the next meeting

Urban Design and Project Review Subcommittee Chair

- Creates Agenda for Subcommittee meeting
- Captures meeting minutes
- Sends Agenda and Meeting Minutes to the City at least 72 hours before the next meeting
 - Agenda and Minutes need to be emailed in pdf format to:
 - SDPlanninggroups@sandiego.gov
 - jtryan@sandiego.gov
 - office@northparkmainstreet.org
 - Agenda and Minutes need to be posted to NPPC website 72 hours before the next meeting
 - Agenda and Minutes need to be emailed to NPPC email subscribers via MailChimp software application 72 hours before the start of the next meeting

Communications Subcommittee Chair

- Update and Manage NPPC Website via WordPress
- Sends out weekly NPPC Newsletter via MailChimp
- Increase community awareness of NPPC meetings by organizing community engagement events
- Creates Agenda for Subcommittee meeting
- Captures meeting minutes
- Sends Agenda and Meeting Minutes to the City at least 72 hours before the next meeting
 - Agenda and Minutes need to be emailed in pdf format to:
 - SDPlanninggroups@sandiego.gov
 - jtryan@sandiego.gov
 - office@northparkmainstreet.org
 - Agenda and Minutes need to be posted to NPPC website 72 hours before the next meeting
 - Agenda and Minutes need to be emailed to NPPC email subscribers via MailChimp software application 72 hours before the start of the next meeting

ADHOC Bylaws Subcommittee Chair

- Update NPPC Bylaws to align with Council Policy 600-24

- Brief NPPC Board on final updates to Bylaws, updates are approved via motion passed by the board at a NPPC meeting
- Update NPPC Bylaws to include Communication Subcommittee
- Fill out and submit recertification application to NPPC for board for review and approval
 - Brief NPPC Board on final application for recertification
 - Item will be an action item on a NPPC agenda
- Creates Agenda for Subcommittee meeting
- Captures meeting minutes
- Sends Agenda and Meeting Minutes to the City at least 72 hours before the next meeting
 - Agenda and Minutes need to be emailed in pdf format to:
 - SDPlanninggroups@san Diego.gov
 - jtryan@san Diego.gov
 - office@northparkmainstreet.org
 - Agenda and Minutes need to be posted to NPPC website 72 hours before the next meeting
 - Agenda and Minutes need to be emailed to NPPC email subscribers via MailChimp software application 72 hours before the start of the next meeting

Liaison Opportunities

Maintenance Assessment District

Adams Avenue Business Association

North Park Main Street - Business Improvement District (BID) / Special Enhancement District (SED)

El Cajon Boulevard Business Association

University Heights Community Association

Mid City Parking District

Uptown Planners

CPC Report

Training Opportunities

Note: For new Board Members, E-COW needs to be completed and City notified 60 days after being seated at April NPPC meeting

[**Community Orientation Workshop \(E-COW\)**](#)

[**Community Planning Group Resources**](#)

Governing Documents

[**Council Policy 600-24**](#)

[**NPPC Bylaws**](#)

[**North Park Community Plan**](#)

[**Council Policy 600-09**](#)