Technical Advisory Committee Agenda
September 9, 2009
12:00 noon to 2:00 p.m.
Development Services Center / City Operations Building
1222 First Ave, San Diego, CA 92101
4th Floor Training Room

Group Represented Primary Member Alternate
Accessibility ☐Mike Conroy ☐Connie Soucy
Accessibility ☐Cyndi Jones ☐Connie Soucy
AGC ☐Brad Barnum
AIA ☐Kirk O’Brien ☐John Ziebarth
AIA ☐David Pfetler ☐John Ziebarth
ASLA ☐Steve Halsey ☐Stephen Copley
BIA ☐Kathi Riser ☐Cary Lowe
BIA ☐Scott Molloy ☐Cary Lowe
BID Council ☐Tiffany Sherer
BIOCOM ☐Faith Picking
ACEC ☐Rob Gehrke ☐Mike Slawson
Chamber of Commerce ☐Mike Nagy
EDC ☐Ted Shaw ☐Tony Olekson
In-Fill Developer ☐Michael Galasso ☐James Barone
NAIOP ☐Buddy Bohrer ☐Craig Benedetto
Permit Consultants ☐Brian Longmore ☐Barbara Harris
Sustainable Energy Advis. Bd. ☐Alison Whitelaw
LU&H Liaison (non-voting) ☐Stephen Hill

1) Announcements
2) Approval of Minutes
3) Public Comment on Non-Agenda Items
4) Discussion/Action
   A. Engineering Issuance (Informational) – Leslie Goossens (15 minutes)
   B. Department Counter Schedules (Action/Recommendation) – Leslie Goossens (15 minutes)
   C. 900-14 Timeline for LU&H (Informational) – Linda Pratt (10 minutes)
   D. Process Committee Report-Discretionary Process Improvement (Informational) – Kathi Riser (20 minutes)
5) Items for next TAC Meeting / Agenda
6) Future Agenda Items
   - CEQA (Cecilia Gallardo)
   - Chamber Housing Action Plan
   - Managed Competition
   - City Parking Study/SANDAG Parking Study
   - Permit Process Engineering
7) Adjourn – next meeting Wednesday, October 14, 2009 or November 18, 2009?

TAC Mission: “To proactively advise the Mayor and the Land Use and Housing Committee on improvements to the regulatory process through the review of policies and regulations that impact development. And to advise on improvements to the development review process through communications, technology and best business practices to reduce processing times and improve customer service. And to advocate for quality development to meet the needs of all citizens of San Diego.”
DATE: June 19, 2009

TO: DISTRIBUTION

FROM: Jeff Strohminger, Assistant Deputy Director, Development Services Department

SUBJECT: Grading and Right-of-Way Permit Issuance

As part of our ongoing efforts to improve the city’s development review process we are automating the tracking of all issuance requirements for engineering permits in our Project Tracking System (PTS). This should improve the efficiency, timeliness and predictability of the Issuance process.

The following engineering permit issuance process improvements will go into effect July 1, 2009:

Print Packages – The Engineer of Record will no longer pick up approved mylars and prepare a print package. The Development Services Department will be utilizing the City Print Shop to create the print packages for distribution of all approved plans to Field Inspection staff, and to provide a CD-R with a .tif image of the approved plans for the Engineer of Record.

Recording of Documents – The Development Services Department will be recording all agreements with the County Recorder. A County Recorder fee will be collected for the recordation at the time of permit issuance. This fee will be included on the invoice created by the Development Services Department and can be paid along with the additional deposit and issuance fees. The applicant will no longer be required to record and resubmit their own documents.

Pre-Permit Process – Within 48 hours of the mylars being signed by the City Engineer, engineering issuance staff will notify the applicant directly via Email (preferred) of the issuance requirements, including surety, fees, and other dependent approvals (e.g., maps, drawings). This process will not preclude the ability to provide a quick turnaround to accommodate special circumstances.

Issuance Appointments – Multiple staff will be performing engineering issuance by appointment. After receiving the ‘ready for issuance’ letter, applicants will be able to make an engineering issuance appointment through the general appointment line at (619) 446-5300. Issuance appointments will no longer be made through the issuance staff.

If you have any questions regarding this new process, please contact Leslie Goossens at (619) 446-5431 or lgoossens@sandiego.gov.
# Draft Time-Line to Complete Revised 900-14 Approval Process

**August 2009**

<table>
<thead>
<tr>
<th><strong>Action</strong></th>
<th><strong>Completion deadline</strong></th>
<th><strong>Actual completion</strong></th>
<th><strong>Limiting Factor</strong></th>
<th><strong>Lead Person</strong></th>
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<tbody>
<tr>
<td>Draft 900-14</td>
<td>September 4, 2009 complete draft</td>
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<td>Internal review</td>
<td>Linda Pratt</td>
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<tr>
<td>Approval from City Mgt</td>
<td>September 11, 2009</td>
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<td>ESD, DSD, E&amp;CP, Mayor’s Staff</td>
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<tr>
<td>Informational item for the Sustainable Energy Advisory Committee</td>
<td>October 13, 2009</td>
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<td>ESD</td>
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<td>Identify other venues for outreach</td>
<td>Complete all external review by November 20, 2009</td>
<td></td>
<td>Frequency of meetings</td>
<td>City Staff</td>
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<tr>
<td>Presentation to the City Council Committee—LU&amp;H</td>
<td>January 20, 2010</td>
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<td>City Staff</td>
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<td>Presentation to Full Council</td>
<td>February 16, 2010</td>
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<td>Implementation</td>
<td>TBD</td>
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