

CITY OF SAN DIEGO
M E M O R A N D U M

DATE: October 19, 2004

TO: To Members of the Community Planners Committee

FROM: Betsy McCullough, Deputy Planning Director

SUBJECT: CPC review of draft revisions to Council Policy 600-24 and proposed distribution to all recognized community planning groups

Members of CPC are aware that individual planning group bylaws are guided by Council Policy 600-24 which is entitled “Standard Operating Procedures and Responsibilities of Recognized Community Planning Committees”. The last revision to the Council Policy was made in 1991. Since that time, many new planning groups have been established in accordance with the policy, and much experience has been gained in the utilization of the policy in developing or revising planning groups’ bylaws.

In mid-2003, staff and the CPC chair determined all recognized community planning groups would benefit from a review of, and update to, Council Policy 600-24. In August 2003 a subcommittee of the CPC started meeting with Planning Department staff to discuss planning group operational issues to determine if revisions to the Council Policy and the Administrative Guidelines would assist planning groups in their day-to-day operations, and staff in the advice provided to planning groups. One list of issues was developed by the CPC subcommittee, and a second list of issues was developed by Planning Department staff. The staff’s issues were both staff-generated and brought to staff by members of the public, applicants, and City Council members. The Subcommittee met approximately six times during the fall of 2003 to detail the issues, discuss them, and develop tentative revisions to the Council Policy and the Administrative Guidelines. After Planning Department staff drafted the proposed revisions, the Subcommittee met again three times to review and make further revisions.

On behalf of the Subcommittee, I am presenting CPC with the Subcommittee’s work of the last year on Council Policy 600-24. The draft forwarded to CPC is intended to represent changes that the Subcommittee feels are ready to be presented to all recognized community planning groups for review.

The action being requested on October 26 is agreement that the Subcommittee’s draft revisions to Council Policy 600-24 are ready to be distributed to all planning groups for review, comment, and action over the next few months. The duration of the review period and other review procedures will be discussed at CPC on October 26. The notations such as [CPC1] or [PD1] will be explained – they are tools that will assist in your planning group’s future review of the Council Policy.

Anticipating action by CPC to support further distribution of the proposed draft Council Policy revisions, a report is being prepared for the November 10 Land Use and Housing Committee meeting to report on the progress of CPC in reviewing and revising Council Policy 600-24.

I look forward to the discussion at CPC on October 26.