



THE CITY OF SAN DIEGO

Euclid and Market Village Master Plan (EMVMP) Working Group Selection Procedures

Members of the EMVMP shall, to the extent possible, be representative of the various geographic sections of the community and diversified community interests. The EMVMP shall consist of up to 25 community members.

The Encanto Planning Group will provide up to 5 Planning group members to serve on the Working Group. The remaining seats (up to 20 seats) shall be divided as follows:

- 5 seats: Residential tenants or residential property owners who reside onsite
- 5 seats: Commercial/Industrial business or property owners
- 5 seats: Community Organizations serving the community
- 5 seats: Non-Residential Property Owner

Working Group members shall be at least 18 years of age. Proof of age shall be provided in the form of valid picture identification. **Only one representative from a property, residence, community organization or business may apply.** Interested candidates shall be affiliated with the community as a:

Resident Property Owner

Resident Property Owner means any resident who owns all or a substantial fee interest in the dwelling unit which he or she occupies within the community planning area boundaries. Candidates in the Resident Property Owner categories must present proof that they own the property on which they reside. Candidates shall submit at least one of the following documents as proof of eligibility for the Resident Property Owner seats:

- 1) Deed of Trust
- 2) Deed to Property
- 3) Property Tax Bill
- 4) Mortgage Payment Contract
- 5) Mortgage Payment Book
- 6) Current County Assessor Property Owner Listing
- 7) Any other documents or materials which the CPCI Department may deem acceptable.

Resident Tenant

Resident Tenant means any resident who occupies his or her dwelling unit by right under a lease, rental agreement, or other arrangement with the owner of the dwelling unit within the community planning area boundaries. Family members who reside with residential owner occupants but own no fee interest in the residential dwelling are considered residential tenants.

Candidates in the Resident Tenant categories must present proof that they rent or lease their residence in the community planning area. Eligibility documentation must be current and must indicate the correct name of the individual and the qualifying address of his or her residence. Candidates shall submit at least one of the following documents as proof of eligibility:

- 1) Lease or Rental Agreement
- 2) Lease or Rental Receipt
- 3) Housing Commission or Rental Assistance Contract
- 4) Utility Bill (other than water)
- 5) Any other documents or materials which the CPCI Department may deem acceptable

Non-Resident Property Owner

The Non-Resident Property Owner, shall be the individual identified as the sole or partial owner of record, or their designee, of a real property (either developed or undeveloped), within the community planning area. Eligibility documentation must be current and must indicate the correct name of the individual and the qualifying address of his or her property. Candidates shall submit at least one of the following documents as proof of eligibility for the Non-Resident Property Owner seats:

- 1) Deed of Trust
- 2) Deed to Property
- 3) Property Tax Bill
- 4) Mortgage Payment Contract
- 5) Mortgage Payment Book
- 6) Current County Assessor Property Owner Listing
- 7) Any other documents or materials which the CPCI Department may deem acceptable

Commercial/Industrial Business Representative or Property Owners

The Commercial Business Owner/Industrial Representative is defined as a local commercial / industrial business owner, operator, or designee at a nonresidential real property address in the master plan study area.

Candidates in the Commercial Business Owner/Industrial Representative category must present proof that she or he owns or represents a business located within the master plan study area. Eligibility documentation must be current and must indicate the correct name of the individual and the address of his or her business as appropriate. No more than one stockholder, officer or designee of a corporation may apply. Candidate shall submit at least one of the following documents as proof of eligibility for the Commercial Business Owner/Industrial Representative seats:

- 1) Business License
- 2) Certificate of Incorporation
- 3) Articles of Incorporation
- 4) Corporation By-laws
- 5) Deed of Trust
- 6) Deed to Property

- 7) Property Tax Bill
- 8) Current County Assessor Property Owner Listing
- 9) Any other documents or materials which the CPCI Department may deem acceptable

Existing Non-Profit and Community Organization Representatives

Local non-profit and community organizations that include any existing nonprofit association or community organization of persons and/or entities which has its headquarters or a site office within the community planning area, or a substantial number of whose constituents are persons and/or entities within the community planning area, and which association is generally recognized within the planning area as a community organization.

Each community organization shall be entitled to designate one person each to be a candidate to represent the organization on the Working Group. In order to determine the eligibility of a representative from an existing community organization for membership on the Working Group, the organization must submit the following on behalf of the person running for the seat:

- 1) Documentation demonstrating existence of the organization for at least two (2) years prior to the working group member selection;
- 2) Documentation demonstrating existence and operation within or serving the master plan study area, such as articles of incorporation, by-laws, non-profit status, business license or such other documentation;
- 3) A resolution or minutes of the organization's legislative or executive body designating its representative and authorizing such person to act on its behalf.

Candidate Information Form

All candidates must submit a signed Working Group Registration Form and proof of eligibility in order to be considered to serve on the Working Group. Forms shall be submitted to the City Planning & Community Investment (CPCI) Department by **May 31, 2011**.

Solicitation and Selection of Working Group Members

Membership. Membership applications will be solicited from groups who have shown an interest in the master plan study area; groups or persons identified by the City of San Diego as having participated in or served the community; and from the general public through postings at local jurisdictions and Internet postings.

Selection Criteria. Staff will certify that candidates meet the criteria set forth on the Working Group Registration Form. If there are more candidates than seats, City staff will forward eligible candidates to a selection committee comprised of the CPCI Director or designee, in consultation with Council District 4 staff.