



THE CITY OF SAN DIEGO

North Park Community Plan Update Advisory Committee Selection Criteria

Purpose

The purpose of the North Park Community Plan Update Advisory Committee (CPUAC) is to convene public discussion on the North Park Community Plan Update and gather input that is representative of diverse interests and perspectives from the community at-large. The CPUAC will provide the City with feedback and recommendations throughout the community plan update process. All meetings of the CPUAC will be open to the public.

Advisory Committee Organization

CPUAC meetings will be consensus driven. Voting on the community plan update or on various components of the plan update will be done by the North Park Community Planning Committee at a noticed community planning group meeting. All meetings of the CPUAC will not be chaired, but will be facilitated by either City staff or members of the consultant team.

The CPUAC will consist of twenty-seven (27) members consisting of the fifteen (15) members of the North Park Planning Committee (NPPC) acting as a "Committee of the Whole" and twelve (12) non-board members from the public representing various interests in the community. Members of the CPUAC should, to the extent possible, be representative of the various geographic and demographic segments of the community and of diversified community interests. Membership based upon community interests places the additional responsibility for committee members to gather the knowledge and viewpoints necessary to represent such interest for the community at-large. Individuals with direct economic interest are ineligible to serve.

In addition to the members of the North Park Planning Committee, the CPUAC will contain the following member representative categories and respective number of seats:

| <u>Total Seats</u> | <u>Representative Categories</u> |
|--------------------|--|
| (1) | <i>Historic</i> |
| (1) | <i>Arts</i> |
| (1) | <i>North Park Redevelopment Project Area Committee (PAC)</i> |
| (3) | <i>Community Organization/Non-Profit</i> |
| | <i>(1) North Park Community Association</i> |
| | <i>(1) University Heights Community Association</i> |
| | <i>(1) Open Community Organization/Non-Profit</i> |

City Planning and Community Investment

202 C Street, MS 4A • San Diego, CA 92101-3864

Tel (619) 235-5200 Fax (619) 533-5951



- (3) **Environmental/Mobility**
 - (1) Sustainable Development/Growth-related
 - (1) Transportation
 - (1) Non-Motorized
- (3) **Business**
 - (1) Hospitality Industry
 - (1) Apartment owners/Multi-Family Residential Properties
 - (1) Open Business

CPUAC members shall be at least 18 years of age. Proof of age shall be provided in the form of valid picture identification.

Representative Category Descriptions and Eligibility

Under each representative category, interested candidates shall be affiliated with the community by the following:

Historic Category (Total 1 seat)

The *Historic* representative may be an individual or designee from a historic preservation organization active in the community. The *Historic* representative will have knowledge of the community’s history, and be interested in assisting the City and the City’s consultant to identify places that may be historically significant to the community. One of the main tasks of the historic representative will be to solicit input from community members regarding places, buildings, and sites that are of cultural importance, but may not be readily apparent to the City or the City’s consultant. If a historic preservation professional is chosen as the *Historic* representative, there may be a conflict that would preclude work within the planning area while seated.

To be eligible for this category one must present qualifications in the categories of *Resident Property Owner or Non-owner Resident* as well as a résumé or a statement of interest relevant to the qualifications listed above. See section on **Additional Criteria**.

Arts (Total 1 seat)

The *Arts* representative will be an individual who produces art as a primary occupation and/or who represents artists and art programs in the North Park community.

To be eligible for this category one must present qualifications in the categories of *Resident Property Owner or Non-owner Resident* as well as a résumé including sample works (photo documents or list of works and location) or a statement of interest relevant to the qualifications listed above. See section on **Additional Criteria**.

North Park Redevelopment Project Area Committee (PAC) (Total 1 seat)

Any individual representing the interests of the North Park Redevelopment Project Area located within the North Park Community.

The *PAC* representative will be designated by the North Park Redevelopment Project Area Committee.

Community Organization/Non-Profit (Total 3 seats)

This category shall have the following designated seats:

North Park Community Association

This representative would be designated by the North Park Community Association.

University Heights Community Association

This representative would be designated by the University Heights Community Association and would reside in and represent the interests of the portion of University Heights located in the Greater North Park Community Planning Area boundaries. According to the existing North Park Community Plan, this area would be east of Park Boulevard.

Open Community Organization/Non-Profit

A local *Community/ Non-profit Organization* is any existing not-for-profit organization or community association 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. Organizations with cultural/historic preservation as its main focus are not eligible under this representative category. Please see the *Historic Category*.

Each eligible *Community/Non-profit Organization* may designate one representative. To be eligible for this category one must submit the following on behalf of the organization they represent:

- 1) Documentation demonstrating existence of the organization at least two (2) years prior to November 2009;
- 2) Documentation demonstrating existence and operation within or serving the community planning 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.

Environmental/Mobility (Total 3 seats)

The *Environmental/Mobility* representatives shall be those individuals that represent and support sustainable development/growth-related interests in the North Park Community; improving mobility in the community; and canyons.

This category shall have designated seats for the following interest areas:

Sustainable Growth/Development (1 seat)

Individuals desiring to represent sustainable development/growth related interests in the North Park Community would provide specific knowledge and perspectives on sustainable development and growth practices as well as their application in the North Park community.

To be eligible for this category one must present qualifications in the categories of *Resident Property Owner or Non-owner Resident* as well as a résumé or a statement of interest relevant to the qualifications listed above. See section on **Additional Criteria**.

This seat can also include individuals representing canyon interests within the community. Such an individual/entity would provide the specific knowledge and unique perspective necessary to inform the community plan update process about the preservation, conservation and sustainable management of canyon areas and open space within the community as guided by the Conservation and the Recreation Elements of the City of San Diego General Plan.

To determine eligibility, a candidate for the *Canyons* representative will present qualifications either as a *Resident Property Owner*, or *Non-owner Resident* as well as a résumé or statement of interest relevant to canyon areas and open space. A representative with active participation and experience in or with canyon preservation and rehabilitation organization(s) within the North Park Community Planning Area is preferred.

Transportation (1 seat)

This individual/entity shall provide the focus of improving the overall transportation/circulation network of the overall community, including but not limited to issues of parking, the interests of transit riders, intercommunity circulation, etc. An interested individual for this seat should have experience in dealing with community transportation issues.

To be eligible for this category one must present qualifications in the categories of *Resident Property Owner or Non-owner Resident* as well as a résumé or a statement of interest relevant to the qualifications listed above. See section on **Additional Criteria**.

Non-Motorized (1 seat)

This individual/entity shall represent interests of pedestrians, bicyclists, and other non-motorized forms of transportation in the community. Such individuals can be affiliated with community or citywide pedestrian and bicycle advocacy groups.

To be eligible for this category one must present qualifications in the categories of *Resident Property Owner or Non-owner Resident* as well as a résumé or a statement of interest relevant to the qualifications listed above. See section on **Additional Criteria**.

Should no applications be received for any of the designated *Sustainable Growth/Development, Transportation, or Non-Motorized* seats at the time of the submittal deadline, unsought seats shall become *Open Environmental/Mobility Category* seats for the lottery.

Business (Total 3 seats)

The Business representatives shall be a local business owner, operator, or their designee that has been conducting business within the community planning area. Home-based businesses are ineligible.

This category shall the following designated seats:

Hospitality Industry (1 seat)

Interested individuals/entities for this seat shall be those representing the interests of local restaurants and bars with the business districts of the North Park Community.

Apartment/Multi-family Residential (1 seat)

Interested individuals/entities for this seat shall be those representing the interests of multi-family residential properties and managers/operators.

Open Business (1 seat)

Given that the interests of the North Park Main Street Business Improvement District are already represented on the Committee of the Whole, such individuals interested in the *Open Business* shall represent the interests of small business owners (retail, trades/light industry), the hospitality industry, commercial property owners, developers/builders, and apartment owners outside of the North Park Main Street Business Improvement District boundaries.

Should no applications be received for any of the designated *Hospitality Industry, Apartment/Multi-family Residential, or Open Business* seats at the time of the submittal deadline, unsought seats shall become available to all individuals eligible for the ***Business*** category for the lottery.

To be eligible for any seat in the ***Business*** category, one must be a local business owner, operator, or their designee that has been conducting business within the community planning area for at least one (1) year prior to November 2009.

Business/commercial candidates must present proof of ownership of a business located within the community planning area and document proof of one (1) year of operation within the community. 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:

- 1) Business Tax Certificate
- 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

Additional Criteria

Resident Property Owner

A *Resident Property Owner* is any person who owns all or a substantial fee interest in the dwelling unit which he or she resides within the community planning area boundary.

To determine eligibility, a *Resident Property Owner* candidate will present any of the following documents as proof that they own the property in which they reside:

- 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

Non-owner Resident

A *Non-owner Resident* is any person who occupies a dwelling unit by right under a lease, rental agreement, or other arrangement with the owner of a dwelling unit within the community planning area. Family members who reside with residential owner occupants but own no fee interest in the residential dwelling are considered residential tenants.

To determine eligibility, a *Non-owner Resident* candidate will 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 their residence. Any of the following documents will be accepted to determine eligibility:

- 1) California Driver's License
- 2) California Identification Card
- 3) Lease or Rental Agreement

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

Solicitation and Selection of CPUAC Members

- **Membership.** Applications will be solicited from individuals and groups who have shown an interest in the North Park Community Plan update; have been identified by the City of San Diego as having participated in or served the community; or have been responded to outreach efforts by the City.
- **Selection Criteria.** City staff will certify that candidates meet the criteria set forth on the application form. A publicly-noticed lottery will be held if there are more eligible candidates than seats for each Representative Category. This excludes the seat identified for the *North Park Redevelopment Project Area (PAC)* seat. The lottery is scheduled for:

Thursday, November 12, 2009

**Location: Balboa Park Club-Santa Fe Room in Balboa Park
6:30pm to 7:30pm**

Candidates need not be present at the lottery in order to be selected for the CPUAC.

- **Reappointment Process.** Establishing a process for reappointments will help ensure active participation at all times. If a CPUAC member has three (3) absences in a row or four (4) absences over the course of one (1) year starting with the first CPUAC meeting, he/she would be replaced by the designated alternate chosen at the time of the lottery for the representative category. If an alternate does not exist, an individual will be selected from a list of eligible candidates for the category through a lottery.
- **1st North Park Community Plan Update Advisory Committee (CPUAC) meeting.** The first North Park CPUAC meeting is scheduled for the evening of **Wednesday, November 18, 2009**. All interested candidates should consider being available for this date in advance. Location and time will be announced later as the date approaches.

North Park Community Plan Update Advisory Committee Application Form

All candidates must submit a signed and completed CPUAC application form in order to be considered to serve on the committee. The application forms are included in Attachment 1. Résumés or a statement of interest can be attached to the application. All interested individuals and organizations are encouraged to submit their forms as early as possible. Applications must be submitted to the City Planning & Community Investment (CPCI) Department by **Monday, November 9, 2009, by 5:00pm** to allow staff to review all applications prior to the lottery.

Please send applications to the following address, email, or fax:

Address: Marlon Pangilinan, Senior Planner
202 C Street MS-4A
San Diego, CA 92101

Email: mpangilinan@sandiego.gov

fax: (619) 533-5951

Questions regarding this process can be directed to the individual above.