



**Rancho Bernardo Community Planning Board**

P.O. Box 270831, San Diego, CA 92198

[www.rbplanningboard.com](http://www.rbplanningboard.com)

**June 15, 2017, 7:00 PM**

**Meeting Minutes**

**Rancho Bernardo Swim & Tennis Club, Club 21  
16955 Bernardo Oaks Drive, San Diego, CA 92128**

<b><u>2017 RB PLANNING BOARD</u></b>									
<b>P = present</b>		<b>A = absent</b>			<b>ARC = arrived after roll call</b>				
<b>Sonny Googins</b>	<b>P</b>	<b>Scott Hall</b>	<b>P</b>	<b>Dan Grobee</b>	<b>P</b>	<b>Jim Denton</b>	<b>P</b>	<b>Mike Lutz</b>	<b>ARC</b>
<b>Robin Kaufman</b>	<b>P</b>	<b>Merle Watson</b>	<b>P</b>	<b>Ruth Coddington</b>	<b>P</b>	<b>Vicki Touchstone</b>	<b>P</b>	<b>Gary Long</b>	<b>P</b>
<b>Terry Norwood</b>	<b>P</b>	<b>Sherry Guthrie</b>	<b>P</b>						
<b>Mel Zadeh</b>	<b>P</b>							<b>Total Seated</b>	<b>13</b>
								<b>Total in Attendance</b>	<b>13</b>

**ITEM #1** **Call to Order/Roll Call:** The Chair called the meeting to order at 7:00 PM. A quorum was met with 12 of 13 members present at time of roll call. Mike Lutz arrived after roll all.

**ITEM #2** **Non-agenda public comment (3 minutes per speaker):** None

**ITEM #3** **Chair Remarks:** The Chair took the opportunity to thank those members that volunteered at RB Alive on June 4, 2017.

**ITEM #4** **Request Community Members to Identify Themselves if Interested in Appointment to Open Vacancies in Districts B, C, D, E, and F:** Donna Perry, resident of RB Trails, introduced herself and expressed her interest in being appointed to represent District D. Motion Vicki Touchstone, second Dan Grobee to appoint Donna Perry. The motion passed unanimously 13-0-0. Ms. Perry will be seated at the July Board meeting.

**ITEM #5** **Government Staff Reports:**  
Jason Weisz, representing Senator Toni Atkin’s office noted they’ve been busy with the budget; also noted that 4 way intersection projects for modification are underway and expected to be complete sometime in the Fall.  
Justin Garver representing, representative Mark Kersey’s office-left copies of Newsletter that featured need for caution during summer re: presence of rattlesnakes. Was non-comital when asked Rep. position of gas pipeline pending further discussion at legislature and results of EIR. .

**ITEM #6** **Modification to Agenda/Adopt Agenda:** Robin Kaufman noted since members did not receive the May 18 and May 31, 2017 draft meeting minutes in sufficient to time review them, that they be removed from the agenda. Motion Robin Kaufman, second Ruth Coddington to modify the agenda as noted. Motion passed unanimously 13-0-0. Motion Robin Kaufman, second Jim Denton to adopt the agenda. The motion passed unanimously 13-0-0.

**ITEM #7** **Administrative:**  
a. Review and Approve May 2017 Treasurer’s Report: Mike Lutz reported the Board was reimbursed by the City the \$231.66 for expenses. Beginning in July the Board will have \$500 available from the City. The Board’s account balance is \$249.23. Motion Mike Lutz, second Dan Grobee to approve the Treasurer’s report as presented. The motion passed unanimously 13-0-0.

Terry Norwood suggested RB Board consider purchasing shirts for members to wear at events such as RB Alive. This could possibly be placed on the Board’s wish list and/or members could pay for the shirts themselves.

**ITEM #8** **Existence Church – Conditional Use Permit (Project Number 498907):** This is a request for a Conditional Use Permit for an 18,800-square-foot church within an existing building on a 7.17-acre site at 10966 Via Frontera in the IP-2-1 zone, Prime Industrial Lands. Vicki Touchstone reviewed the history on this location.

Shawn Kennedy, Pastor at Existence Church indicated they moved into this facility with a desire to make a positive impact. Mikala Jvr, Executive Director at Existence Church noted they are becoming active in the community and shared some of the events that have occurred since they have been in this facility. Nick Bonner, a Board Member of Existence Church indicated that they relocated from Mira Mar after an extensive search to find a location that they felt was a good fit for their membership and the community.

Motion Gary Long, second Terry Norwood that the Planning Board prepare and send a letter to the City Planning Department “not opposing” the request of a CUP by the Existence Church in the industrial park pursuant to the following guidelines:

- 1) That the CUP, Conditional Use Permit and corresponding use shall expire five years after the approval date, and on expiration of the CUP, the facilities and improvements shall be removed from the site and the property restored to its original condition;
- 2) The facility shall not exceed a total of 8,000 square feet of gross floor area;
- 3) Religious service shall be limited to off-peak hours (weekends, holiday, and evening);
- 4) A child care facility is not allowed on the premises

The motion passed unanimously 13-0-0.

**ITEM #9**      **Capital Improvement Project Recommendations:** The City has initiated the renewal of the Capital Improvement Project prioritization process in which each planning group reviews potential projects in the community, prioritizes the list, and submits them to the City for future consideration. Vicki Touchstone reviewed a list of the Board recommended when Capital Improvement Project items were discussed in October 2012. Board members were requested to email Vicki with any recommendations they may have for Capital Improvement Projects. This item will be placed on the Board’s July meeting agenda as a voting item.

**ITEM #10**    **Change of Planning Board Meeting Venue Beginning July 2017:** Effective July 2017 Rancho Bernardo Swim & Tennis Club, Club 21 will no longer be available for monthly Board meetings. The Ceramics Room will continue to be used for committee meetings. Beginning in July the Board will hold their monthly meetings at the Bernardo Heights Community Center. This will be on a trial basis to see how it works.

**ITEM #11**    **Community Orientation Workshop (COW) Update:** Annual Community Orientation Workshop was conducted on Saturday, May 20, 2017. Vice Chair Sherry Guthrie encouraged members to periodically attend the COW and other workshops offered by the City. All newly elected and appointed members are required to take the COW within 60 days of their election and/or appointment. Typically, the COW is conducted in May after elections but it is also available online. Attendance at the workshop allows members to ask questions and participate in break-out sessions. The Deputy City Attorney presented at the May COW and reminded those in attendance the importance of NOT using “reply all” when responding to emails and to restrict use of social media. Restricting use of social media prevents the potential for and appearance of serial meetings and/or collective concurrence. It was also suggested that member should review the Board’s Bylaws, the City’s Admin Guidelines, Council Policy 600.24, and the Brown Act on a periodic basis.

**ITEM #12**    **Sub-Committee Reports:**  
Development Review..... Vicki Touchstone: No July meeting planned.  
Regional Issues..... Mike Lutz: Meeting has not yet been scheduled for July.  
Traffic & Transportation..... Robin Kaufman: No July meeting planned.  
Publicity..... Sonny Googins/Mel Zadeh: No July meeting planned.

**ITEM #13**    **Liaison Reports:**  
Community Council.....Robin Kaufman: See attached report.  
Community Planners Committee (CPC)..... Vicki Touchstone: Against Soccer Club proposal; people need to vote on this matter and it should not be a special election. Discussed pros and cons relating to Community Choice for energy.  
Recreation Council ..... Robin Kaufman: None  
SANDAG..... Terry Norwood: Will be attending June meeting.  
San Dieguito River Park ..... Ruth Coddington: None  
San Pasqual/Lake Hodges Planning Group.... No one appointed at this time.  
Commercial Representative ..... Jim Denton: HP has sold all of their buildings to another entity and they will be eliminating the recreation facilities. Still having difficulty connecting with Bernardo Heights Shopping Center. Vicki Touchstone expressed concern with the old El Torito restaurant and possible compliance issues. She will contact Tony Kempton at the City.

**ITEM #14**    **OLD BUSINESS ITEM:** None

**ITEM #15**      **NEW BUSINESS:** Chair, Robin Kaufman, reminded members to check their emails and to calendar the 3<sup>rd</sup> Thursday of every month for the Planning Board meetings. If members miss 3 consecutive regularly scheduled Board meetings or 4 cumulative meetings, they are required to step down as members. Robin Kaufman requested members to spread the word about seats available on the Board for Districts B, C, D, E, and F.

**ADJOURNMENT:** Motion Terry Norwood, second Dan Grobee to adjourn the meeting at 8:19 p.m. The motion passed unanimously 13-0-0.

Respectfully submitted, Sonny Googins, Secretary

**STANDING COMMITTEE MEETINGS**

**Administrative Committee**

6:00 PM - Monday, 10 days prior to Board meeting  
RB Swim & Tennis Club - Ceramics Room

**Development Review Committee**

6:00 PM – First Tuesday of the month  
RB Swim & Tennis Club – Ceramics Room

**Publicity/Election Committee**

6:30 PM – Third Thursday  
RB Swim & Tennis Club – Club 21 Room

**Traffic & Transportation Committee**

6:00 PM – 1st Monday of month  
RB Swim & Tennis Club – Ceramics Room

**Regional Issues Committee**

7:00 PM – First Tuesday of the month  
RB Swim & Tennis Club – Ceramics Room

**RB Community Council Summary**

- The Community Council approved a of letter pertaining to the Notice of Preparation of a draft environmental impact report (EIR) for the 'pipeline safety and reliability project for the new natural gas line 3602 and de-rating line 600' proposed by SDG&E and the Southern California Gas Company.
- The Community Council reviewed the election process. Only Oaks North had a contested race.
- The Community Council discussed procedures for a booth at RB Alive.
- The Community Council discussed details of the 7th annual Chalk It Up event