

# Community Planners Committee

Planning Department • City of San Diego  
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## **CPC FINAL MINUTES FOR MEETING OF NOVEMBER 28, 2017**

### **MEMBERS PRESENT:**

Russ Connelly, City Heights

Pat Stark, Downtown

Linda Godoy, Eastern Area

Kwame Oates, Encanto

David Swarens, Greater Golden Hill

David Moty, Kensington/  
Talmadge

Noli Zosa, Linda Vista

Debbie Watkins, Mission Beach

Jeffrey L. Stevens, Mira Mesa

Dottie Surdi, Mission Valley

Dennis Campbell, North Park

Ann Dahlkamp, Old Town

Mark Freed, Otay, Mesa

Henish Pulickal, Pacific Beach

Victoria Touchstone, Rancho Bernardo

Jon Becker, Rancho Peñasquitos

Wally Wulfeck, Scripps Ranch

Guy Preuss, Skyline/Paradise Hills

Robert Leif, Southeastern

Leo Wilson, Uptown

**VOTING INELIGIBILITY/RECUSALS:** Encanto, La Jolla, Mid-Way, Ocean Beach, Serra Mesa, Torrey Pines

**Guests:** Sandy Wetzel-Smith, Peter Hill

**City Staff/Representatives:** Nancy Graham, Tony Kempton, Patricia Duenas

**NOTE:** *The sign-in sheets provided at the entrance to the meeting are used to list CPC Representatives, guest speakers, and staff present at the meeting.*

### **1. CALL TO ORDER:**

Chair David Moty called the meeting to order at 7:00 pm and proceeded with roll call.

### **2. NON-AGENDA PUBLIC COMMENT:**

### **3. MODIFICATIONS AND APPROVAL OF AGENDA:**

With no objections, chair Moty approved the agenda.

### **4. APPROVAL OF THE MINUTES OF SEPTEMBER 26, OCTOBER 24, 2017:**

Mission Beach requested replacing a second listing of Mission Valley with Mission Beach in Item 6 of September 26 minutes. Approved 13-0-7. Ayes: North Park, Downtown, Southeastern, Mira Mesa, Mission Beach, Golden Hill, Rancho Penasquitos, Otay Mesa, College, Rancho Bernardo, Scripps Ranch, Linda Vista, Skyline/Paradise Hills. Abstaining: Pacific Beach, Eastern, City Heights, Kensington/Talmadge, Old Town, Mission Valley.

Kensington/Talmadge requested to change name for Parking Advisory Board, Item 5, to Noli Zosa, and replace parking in your own driveway with parking in the street across your own driveway curb cut in the October 24 minutes. Also, in the Housing Commission Report, Item 7, replace centralizing planning with centralizing planning groups. Ayes: North Park, Downtown, Southeastern, Mira Mesa, City Heights, Uptown, Golden Hill,

Rancho Penasquitos, Rancho Bernardo, Scripps Ranch, Linda Vista (late arrival), Skyline/Paradise Hills, Mission Valley. Abstaining: Pacific Beach, Eastern, Mission Beach, Kensington/Talmadge, Old Town, Otay Mesa, College.

**5. ONLINE ZONING PORTAL – Information Item**

Christina Bibler, Program Manager, Economic Development Department gave a presentation on expansion of the Online Zoning Portal which allows users to identify if potential businesses are permitted within specific areas or zones. The new program, Open Counter, provides information on allowed uses, permits and fees (including DIF) required, information often difficult to find. Information about permits, what uses are allowed by right, permitted under conditional use or not permitted can be accessed through a newly developed Zoning Portal (<http://zoning.sandiego.gov>). The program was designed to alleviate some redundancies that applicants may encounter. Version Two of the program was launched last October. Bibler discussed the Open Counter portal, identified as (<http://business.sandiego.gov>), which can address exterior modifications beyond tenant improvements. Without applying to or otherwise engaging the City a party can run various scenarios through the portal regarding location, permit, etc. to test the feasibility of their proposal(s). The portal will interface with the new Accela program when it goes on-line so an applicant could submit an application directly through Open Counter.

Board comment followed:

David Swarens asked whether special, focused overlays, such as PDO's, Historic Districts were incorporated into the Open Counter application. Bibler said that PDO's are included but had to check regarding Historic Districts. Debbie Watkins asked whether short-term vacation rentals would be integrated into the portal. Bibler said that the focus is now on commercial use but that they are exploring adding a residential component. Robert Leif requested that url addresses be included in the portal information.

**6. CIP PRIORITIZATION AFTER ACTION REPORT – Information Item**

Carrie Purcell, Assistant Deputy Director, Public Works gave a review of the Capital Improvement Project prioritization online survey and informational presentations. A report was prepared based on the online survey of cpg's and forwarded to various asset management departments for planning purposes. That information is then used to recommend projects for the five year CIP program and the FY 2019 Capital Improvement program budget. The process began in April. In August the recommended projects went to CPC. In mid-September Public Works received the lists from CPC. The lists were sorted by the Asset Management Department and inserted into their budget. Improvements were subsequently incorporated into the on-line survey and the process in general, based on feedback received. One improvement for future outreach of the on-line survey will be providing a way for participants to verify they had completed the survey successfully. Public Works had received several incomplete surveys because participants were not able to verify successful completion. More detailed instructions will be provided in future surveys as well, based on feedback, as well as more information on how to rank projects. Since only 22 out of 48 planning groups returned surveys, Public Works will investigate how to increase CPG participation.

Board comment followed:

Comment was mostly focused on prioritization of projects and lack of feedback to participants. Half of the board members said they identified number one ranked projects for different categories (e.g. stormwater, parks, etc.). James Nagelvoort from Public Works

responded that on the next CIP process the four categories of projects under the Council prioritization process could be identified so CPG's could identify their number one ranked project in each category, instead of just having one number one ranked project overall, as under the current process. Board members were concerned that the spreadsheets they submitted were accepted by Public Works because of lack of feedback. Nagelvoort explained that after the Mayor's budget is released the CPG's will know where their projects ended up on the CIP. A couple of members were surprised that their Council offices submitted separate lists as well. Nagelvoort explained that the Council offices were requested to submit their priorities as part of the process and it was left to the Council office whether to reach out to their CPG. David Swarens called for improved communication between the Council offices and their CPG's and engaging the process more often. Carrie Purcell said that the whole process would occur every two years going forward.

**7. UTILITY UNDERGROUNDING MASTER PLAN – Information Item**

James Nabong, Utilities Undergrounding Program Manager, Transportation and Stormwater Department gave a presentation on the parameters guiding the Public Review Draft of the updated Utilities Undergrounding Program Master Plan to encourage wider public participation. Nabong said subdivisions were required to do undergrounding of utilities in 1970. The goal, as funding allows, is to convert older neighborhoods with overhead utility lines to undergrounded utilities. The program undergrounds approximately two miles of overhead utilities a year currently. Nabong mentioned irritation expressed by residents as to when undergrounding would occur and further irritation as to when it would be completed and the disruption ended. As a result, efficiencies are being studied to hasten the process and neighborhood disruption. Nabong explained how GIS data from SDG&E's electrical grid is obtained to help design the project boundaries more precisely. The new Master Plan will have defined project boundaries, associated costs but no completion dates. Instead, rules for implementing the order of projects will be detailed using a five year framework. Public outreach is scheduled for January, 2018.

Board comment:

Quality control of undergrounding work was an issue with board members, as was coordinating undergrounding with other ongoing projects, like sewer upgrades, to shorten the period of disruption in the community. Nabong replied that his office has recently developed a quality assurance function to address quality concerns and also that his department is working with other departments to coordinate in advance but project schedules don't always coincide. Interest was expressed in how projects were prioritized and Nabong responded that his department prepares the five year implementation plan which will identify what projects are prioritized, based on guidance in the Master Plan. A question was raised about undergrounding waivers. Nabong said DSD makes decisions on waivers.

**8. CHANGES TO PARK & RECREATION COUNCILS – Information Item**

Noli Zosa, Chair, Linda Vista planning group gave an overview of recent proposals concerning Park & Recreation Councils. Noli said that because Recreation Council funds are considered City funds and inconsistent with current Recreation Council operations the Park and Recreation Department asked the City Attorney for advice. The City Attorney opined that all funds collected by recreation councils are City funds and subject to Charter and Municipal Code requirements. Park and Recreation directed that City funds must be deposited in the City Treasury prior to expending the funds and not with the Recreation Councils, per the Charter and Municipal Code. The City Council did not vote on the proposed changes but referred it to the Public Safety and Livable Neighborhoods Committee.

**9. EXPANDED STAFF REPORT:**

Nancy Graham, Senior Planner, gave a report on guidelines for Equal Employment Opportunity Policy (EEOP), reimbursement of Community Planning Group expenses, and conflict of interest definitions. Nancy recounted a personal experience while a member of a planning group and advised that violations of EEOP (particularly in the area of harassment) be reported promptly and need not be reported by the person being disrespected. Nancy then explained that the City Attorney's office compiled a reference sheet on how to identify direct interest in real property, entities, personal finances, sources of income. Nancy explained that some conflicts may be exempt if they fall under the "public generally" exemption meaning that the conflict of the individual is the same conflict that most members of the public also hold. Questions should be referred to the Ethics Commission (EthicsCommission@sandiego.gov or 619-533-3476). Nancy said that, of the \$21K available to planning groups last year as reimbursement for expenses, only \$4,500 was requested (15 out of 41 CPG's) and that money not spent is reallocated into the General Fund.

- Staff Report: See #9
- Subcommittee Reports: None
- Chairperson's Report: David Moty reminded members that November 30, 2017 is the 11<sup>th</sup> update to the Land Development Code. Short term vacation rentals will be going to Council on December 12, 2017. Moty said he was approached by the City Council for input regarding an audit of the development review process. Moty suggested they reach out to CPG chairs. Moty suggested CPG's all have a Treasurer officer position identified in their bylaws.
- CPC Member Comments: None

**ADJOURNMENT TO NEXT REGULAR MEETING: JANUARY 23, 2018**

The meeting was adjourned by Chair David Moty at 9:12 PM