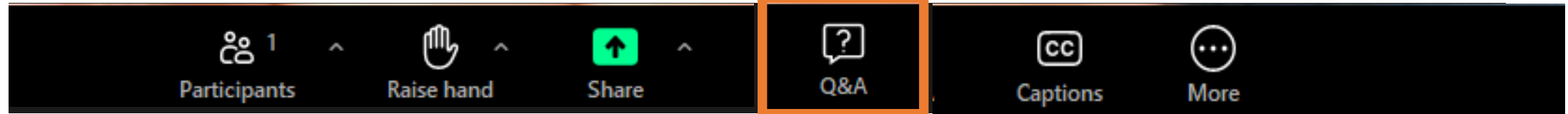


City Planning Department

2025 Annual Planning Group Training



Question and Answer

All questions (1) My questions (1)

You 12:55 PM

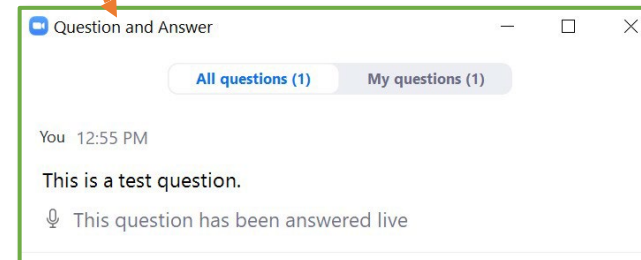
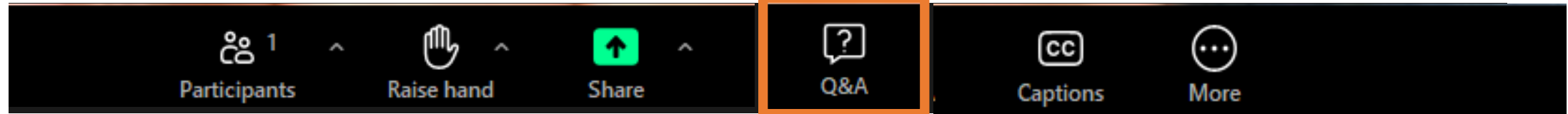
This is a test question.

🎤 This question has been answered live

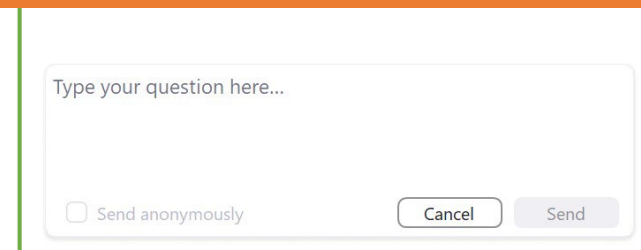
Type your question here...

☐ Send anonymously

Cancel Send



**REMINDER: THIS MEETING IS
BEING RECORDED**





City Planning Department

5:00 PM	Welcome: Introduction & Review of Purpose and Structure of Training
5:05 PM	Opening Remarks
5:10 PM	City Planning Department Work Program and Roles & Planning Group Operations
6:00 PM	Q&A and Break
6:15 PM	Development Review Process, Discretionary Permits & Open DSD
6:30 PM	California Environmental Quality Act (CEQA)
6:45 PM	Open Q&A
7:00 PM	Conclusion of Training



Tait Galloway
Deputy Director
City Planning Department



City Staff Presenters



**Marlon
Pangilinan**
Program
Coordinator



**Morgen
Ruby**
Senior Planner



**Angela
Dang**
Assistant Planner



**Francisco "Pancho"
Mendoza**
Development Project
Manager



What community are you from?

HOW TO PARTICIPATE:

- ▶ Navigate to <https://sandiego.cnf.io/> and tap the session titled "2025 Annual Planning Group Training"
- ▶ OR just point your phone's camera at the QR code to join directly



A word cloud of San Diego neighborhoods. The words are arranged in a circular pattern, with 'Lindavista' and 'Navajo' being the largest. Other prominent words include 'Kensington', 'Torrey Pines', 'City Heights', and 'Mission Valley'.

How many years have you been on a planning group?

How many total years have you been on a planning group?

42%

2 to 5 years



32%

This is my first year.



16%

6 to 10 years



5%

11-15 years



3%

16 -20 years



2%

20+ years



Our Areas of Focus

- ✓ Create Homes for All of Us
- ✓ Protect & Enrich Every Neighborhood
- ✓ Advance Mobility & Infrastructure
- ✓ Champion Sustainability
- ✓ Foster Regional Prosperity



Homes & Jobs



Equity

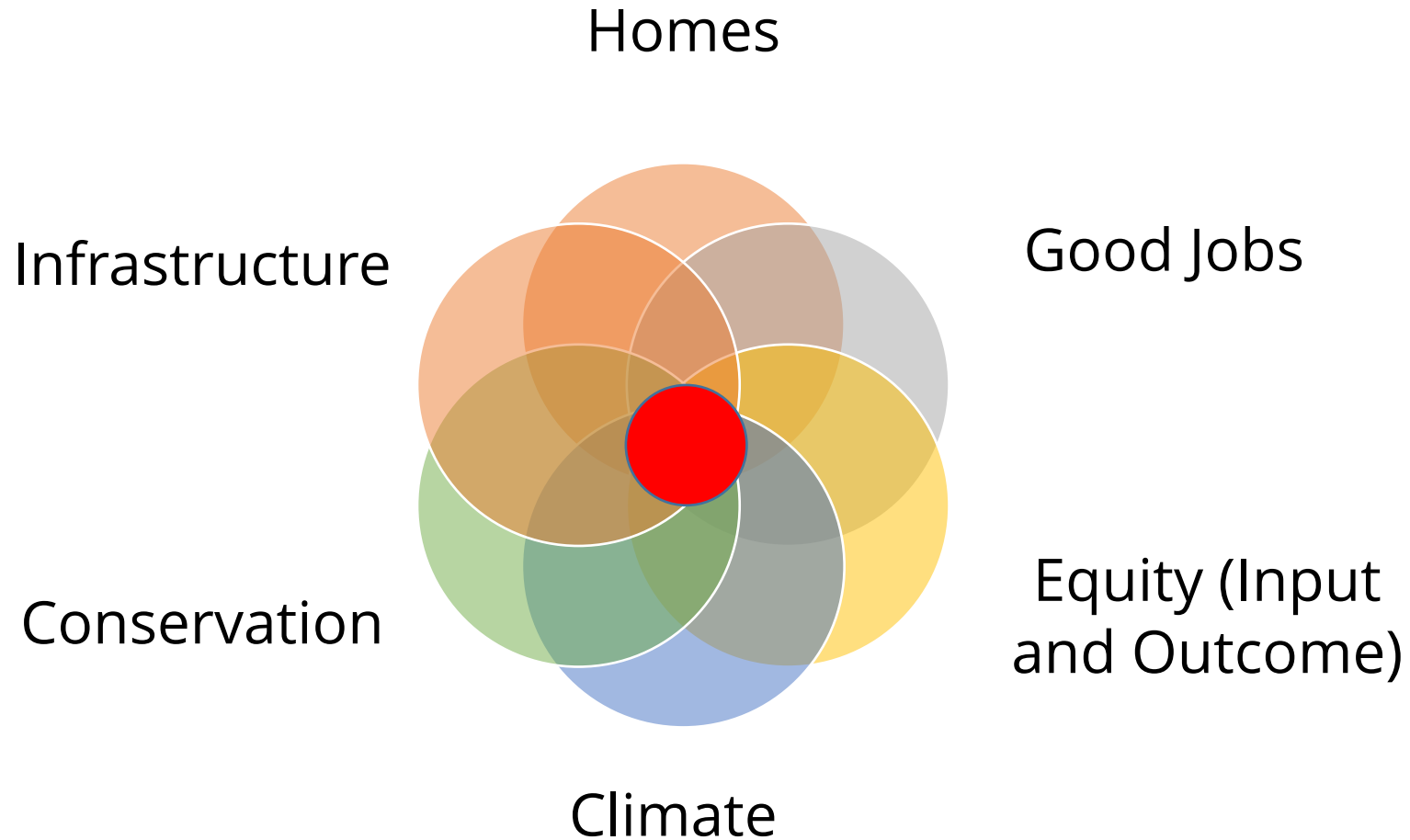


Environment



Parks & Public Spaces

Achieving Desired Outcomes

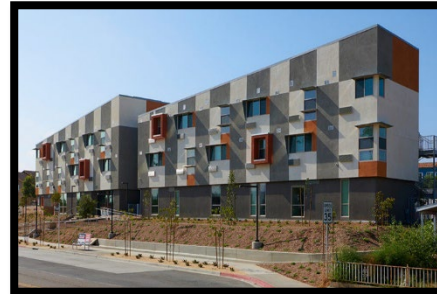


Homes + Jobs

- ✓ Create Homes for All of Us
- ✓ Protect & Enrich Every Neighborhood
- ✓ Advance Mobility & Infrastructure
- ✓ Champion Sustainability
- ✓ Foster Regional Prosperity



Community Plan Updates



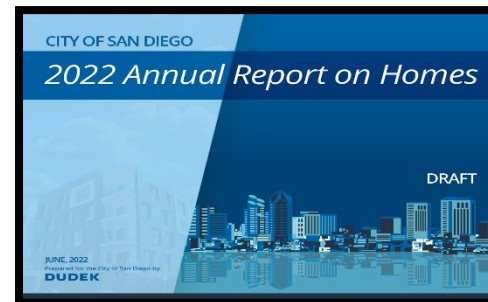
Affordable Homes
Master Plan



Neighborhood Homes
For All of Us



Land Development Code
Annual Updates



Annual Report on Homes



Housing Element Annual
Progress Report

Environment

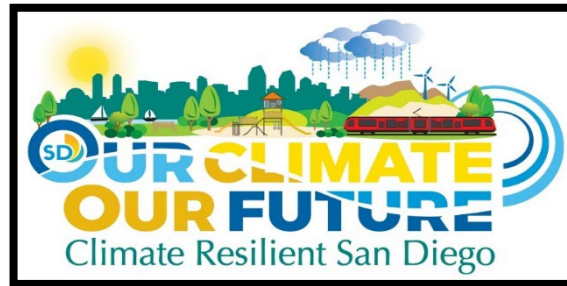
- ✓ Protect & Enrich Every Neighborhood
- ✓ Champion Sustainability
- ✓ Foster Regional Prosperity



Coastal Resilience Master Plan



Environmental Review and Tribal Consultation



Annual Climate Resiliency Reporting



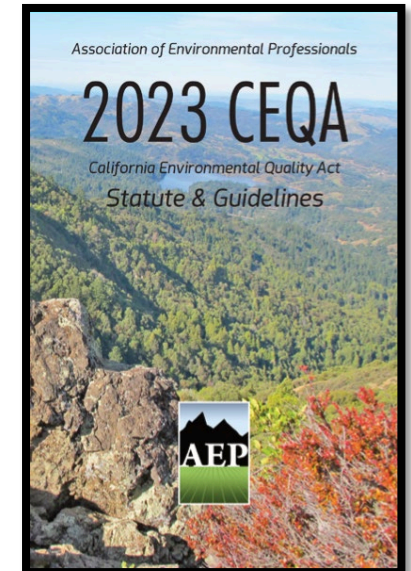
Biodiverse SD



Local Coastal Program



Interjurisdictional Coordination



California Environmental Quality Act (CEQA) Toolkit

Parks

- ✓ Protect & Enrich Every Neighborhood
- ✓ Champion Sustainability
- ✓ Foster Regional Prosperity



Chollas Creek Watershed
Regional Park Master Plan



Citywide Trails Master Plan



Open Space and Habitat Land Acquisition

Public Spaces

- ✓ Create Homes for All of Us
- ✓ Protect & Enrich Every Neighborhood
- ✓ Advance Mobility & Infrastructure
- ✓ Champion Sustainability
- ✓ Foster Regional Prosperity



Mills Act Program



Preservation and Progress



Historic Resources Designation Nominations



Infrastructure Prioritization
Public Engagement



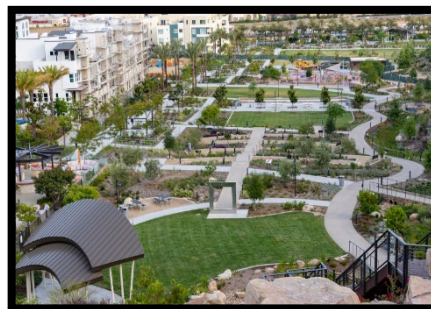
Child-Friendly Public Spaces Design Manual



Annual Development Impact Fees Reporting



Plan Implementation
(Development Project Review)



Developer Infrastructure Projects



Parks Need Index



Partnering for Progress

Public Engagement

- ✓ Protect & Enrich Every Neighborhood



Inclusive Public
Engagement Guide



Planning Group
Support



EQUITY – Occurs when we eliminate institutional racism and systemic disparities, providing everyone with equitable access to opportunity and resources to thrive, no matter where they live or how they identify.

INCLUSION – The action or state of including or being included with a group or structure. More than simply diversity and numerical representation, inclusion involves authentic and empowered participation and true sense of belonging.

Planning with a focus on equity and inclusion



Desired outcome based
on input from people
representative of the
City

Implementing inclusive public engagement

Engaging with community members representative of the population's demographics so that City decisions improve San Diegans' quality of life.



Equitable investments
where they're needed
the most

Providing access to opportunity and investment

Increasing resources, access and protections for traditionally underserved communities in San Diego.

Avoid "Groupthink"

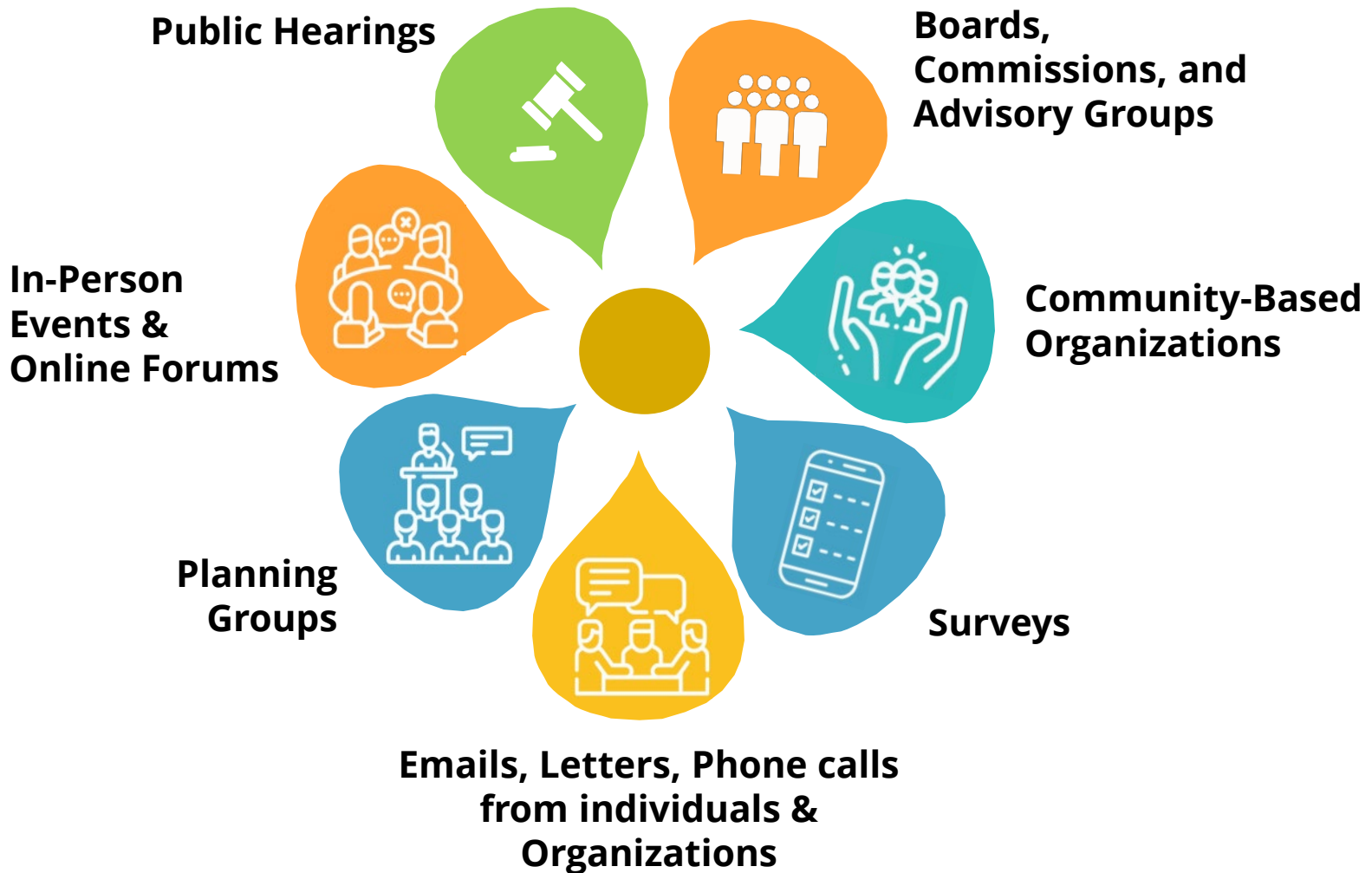
- When a group of people start thinking and making decisions in a similar way, even if it's not the best choice.
- Diverse perspectives and lived experiences help create community solutions for everyone not just the few.



- ➔ Unique Backgrounds
- ➔ Awareness
- ➔ New Ideas
- ➔ Innovative Solutions



Where does community input come from?





Environmental Justice

Initiatives

Environmental Justice Element



Parks and Open Space

Initiatives

Chollas Creek Watershed
Regional Park Master Plan

Park Needs Index

Citywide Trails Master Plan



Inclusive Community Engagement

Initiatives

Infrastructure Prioritization
Inclusive Public Engagement



High-Impact Public Spaces

Initiatives

Partnering for Progress

- **Annual Reports**
Planning Groups must measure demographic data of members and community.
- **Operating Procedures**
Conducting public outreach and involving community members of diverse backgrounds in planning groups.
- **Planning Group Training**
City to provide training on inclusive public participation for planning groups.



Credits: Midjourney.

Questions?



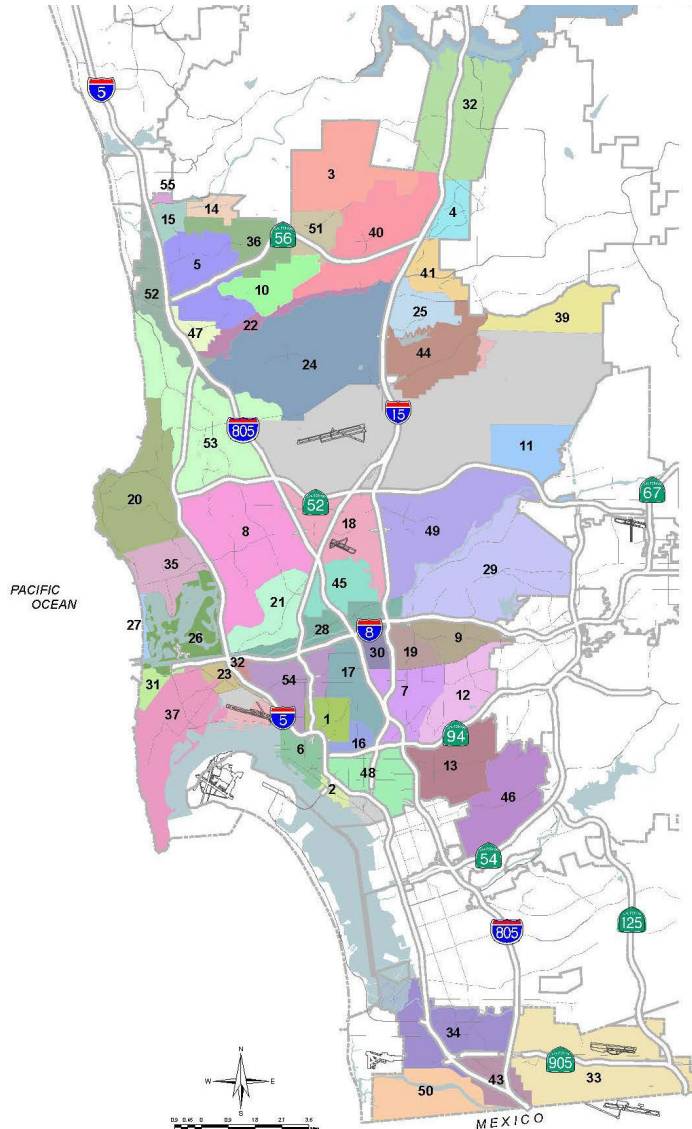
- Council Policy 600-24

- Ralph M. Brown Act

- Planning Group Operating Procedures

- Indemnification Ordinance

- Robert's Rules of Order



- 41 Active planning groups in the City
- Independent bodies that provide recommendations on projects and land use matter to the City
- Boundaries – defined at the Community planning level

Meeting requirements

- Transparent & open deliberations
- In-person, virtual, hybrid
- Public right to attend & provide comment
 - Notice requirements
 - 72 hours for normal meeting;
 - 24 hours for special meeting
 - Agenda descriptions must be physically posted in accessible location

GENERAL MEETING NOTICE & AGENDA	
Wednesday, June 1st, 2022 – 6:00 p.m.	
NEWBREAK Church – 2069 Ebers street, Ocean Beach, CA 92107	
6:00 pm	Call to Order <ul style="list-style-type: none">• Quorum/Introductions• Agenda modifications and approval• Minutes modifications and approval
6:05 pm	Representatives Report <ul style="list-style-type: none">• City Council District 2 Jennifer Campbell Report – <i>Linus Smith</i>• Senator Toni Atkins Report – <i>Cole Reed</i>• State Assembly Member Chris Ward - <i>Rachel Granadino</i>• County Supervisor Terra Lawson-Remer - <i>Rebecca Smith</i>• Mayor Todd Gloria - <i>Kohta Zaiser</i>
6:20 pm	Non-Agenda Public Comment <p>Two minutes per speaker for issues not on the Agenda and within the purview of the board.</p>
6:30 pm	Information Item #1: Ocean Beach Pier Update <p>James Nagelvoort, the Director of Engineering and Capital projects department at the City, will give a presentation about the future of the pier and how the community can stay engaged during the development process.</p>
7:30 pm	Action Item #4: 4953 Coronado Ave PTS #697315 <p>The board will review the application for a Coastal Development Permit to demolish an existing detached garage at an existing single-family residence and construct a new 1,200 S.F. 2-story ADU with attached Garage, second floor deck and roof deck, at 4953 Coronado Avenue. The motion from the PRC was: Recommend approval of project contingent on meeting the FAR requirement in Code Section 131.0446(e), and providing more open railing on 2nd floor balcony wall. Passed : 4-0-0. The board reviewed this project last month and decided to push it until June so the applicant could be present.</p>
8:00 pm	Action Item #5: 4705 Point Loma Ave PTS #681097 <p>The Board will review the application for Coastal Development Permit for a demolition of an existing retail structure and construction of 2 MDU buildings with 4 units each at 4705 Point Loma Ave. This project is an affordable housing density bonus project of 8 units total. The motion from the PRC was: Recommend denial based on not complying with Community Plan in regards to building spacing [Section 4.6] and lack of ground level patios, courtyards and interaction with public right-of-way [Section 4.2]. Passed 4-0-0.</p>
8:30 pm	Chair Announcements/Correspondence/Liaison Reports: Reports may include but are not limited to Executive Member Reports, Committee Reports, Community Planners Committee, OB Town Council, OB Main Street Association, OB Recreation Council, OB Historical Society, OB Women's Club, Peninsula Community Planning Board, Midway Community Planning Advisory Group, SANDAG, Mission Bay Park Committee, San Diego River Coalition, Airport Noise Advisory Committee, San Diego Commission for Arts and Culture.
8:45 pm	Adjournment

- A. Compliance with the Ralph M. Brown Act per Council Policy
- B. Rules of Parliamentary Procedure
- C. Open and Public Records
- D. Community Representation
- E. Open and Public Elections
- F. Established Policies & Procedures



- Per Section B of Council Policy 600-24, planning groups must adopt rules of procedure that may be used as a guide when this Policy and CPG requirements do not address an area of concern or interest.
- These rules of procedure provide a uniform means to facilitate public meetings, conduct public business, and resolve disputes.
- Planning groups may choose other rules of procedure such as [Rosenburg's Rules of Order](#), [Democratic Rules of Order](#) or [Simplified Rules of Order](#).
- The City encourages planning groups to follow [Robert's Rules of Order](#).

What is it?

- Common rules and procedures for deliberation and debate
- Provides procedures for motions, voting, debate/discussion, amendments and resolution ensuring that decisions are made with order, fairness and transparency

Basic Rules

- Only one subject may be before a group at one time
- Motions are made – usually phrased as a positive action
- Only person may speak at a time
 - Each person speaks once until everyone else has an opportunity to speak
- Majority vote will guide what the body will do or will not do

- A. Community planning process
- B. Professional conduct at meetings
- C. Community participation
- D. Financial contributions
- E. Planning Group Training
- F. Ethical standards



What are Planning Groups Responsible for?

- Reviewing projects that require a development permit (discretionary projects) and providing advisory recommendations.
- Providing advisory recommendations on land use matters, such as General Plan/Community Plan Amendments.



What Planning Groups should know:

- Project applicants are not required to come before Planning Groups for input, however it is highly encouraged.
- Planning groups do not review ministerial projects.
- Planning groups may always reach out to their assigned Community Planner with questions.
- The City Attorney's Office does not advise Planning Groups. Always reach out to your assigned Community Planner.



- Serve as single point of contact for planning group inquiries about land use or other related matters and engage in productive, meaningful and respectful communication with community members.
- Share information about what the City Planning Department is working on throughout the year.
- Maintain contact with and address questions from their assigned planning group related to Council Policy 600-24
- Assignments and contact information: [Community Planning Group Contact List](#)

- Land use matters that are citywide or regional in scope are heard by the Community Planners Committee (CPC) whose roles and responsibilities are governed by [Council Policy 600-09](#).
- Require City Council approval.
- Also applies when groups of communities are affected or if an action is also tied to or implements the General Plan.
- Review process would typically involve:
 - Informational presentations (previews and information items on agendas)/
 - Formation of a subcommittee for focused discussion.
 - Updated presentation and information for CPC recommendation.

Q1

If a planning group has 15 seats, but 2 of those seats are vacant, how many members need to be in attendance in order to conduct business (have a quorum)?

- a) 8 members
- b) 7 members
- c) All active members of the board

Q1: If a planning group has 15 seats, but 2 of those seats are vacant, how many members need to be in attendance in order to conduct business (have a quorum)?

72%

b) 7 members

27%

a) 8 members

1%

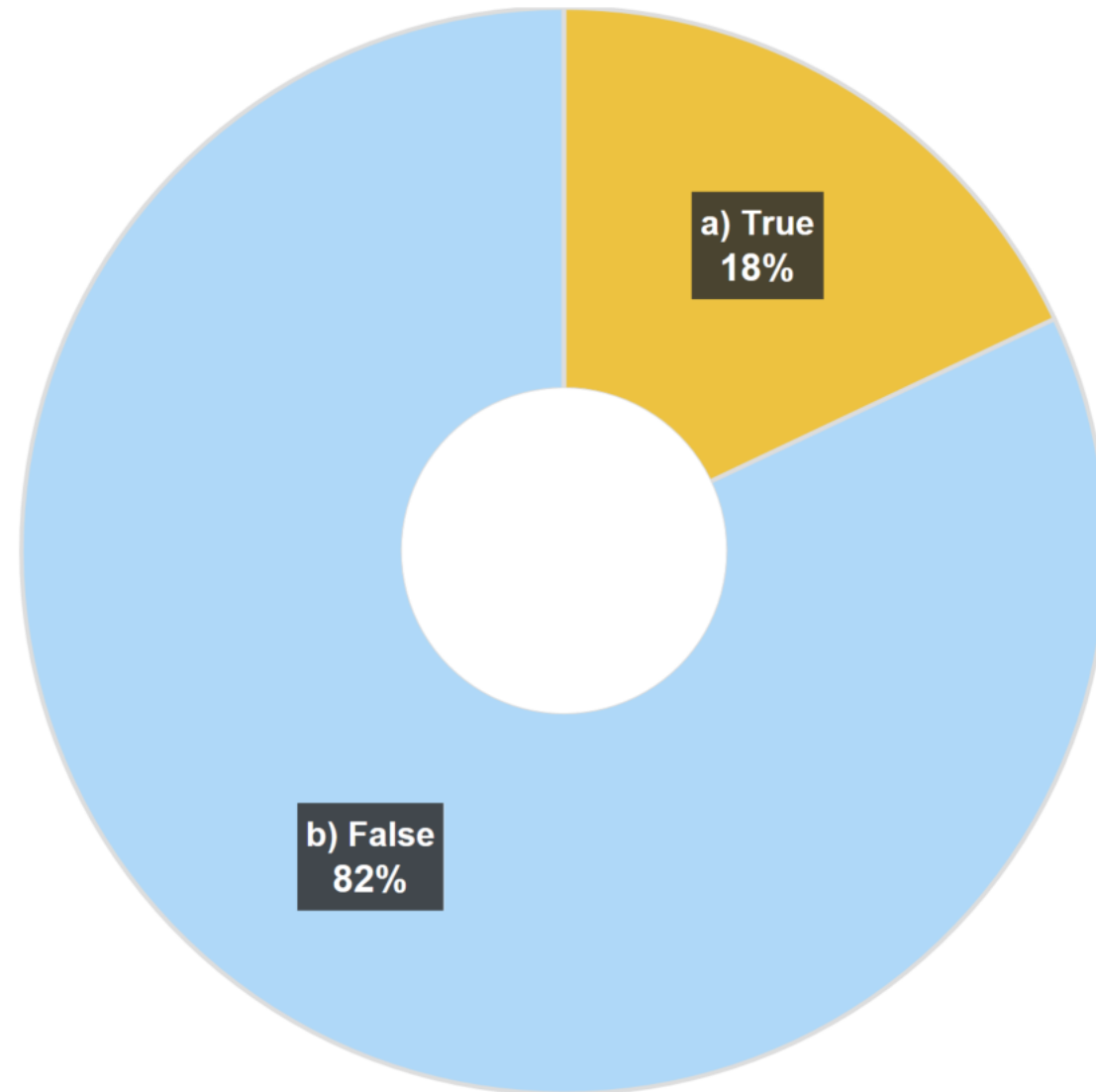
c) All Active members of the board

Q2

True or False. A planning group must provide their agenda to the City seven (7) days in advance to comply with Brown Act noticing requirements.

- a) True
- b) False

Q2: True or False. A planning group must provide their agenda to the City seven (7) days in advance to comply with Brown Act noticing requirements.

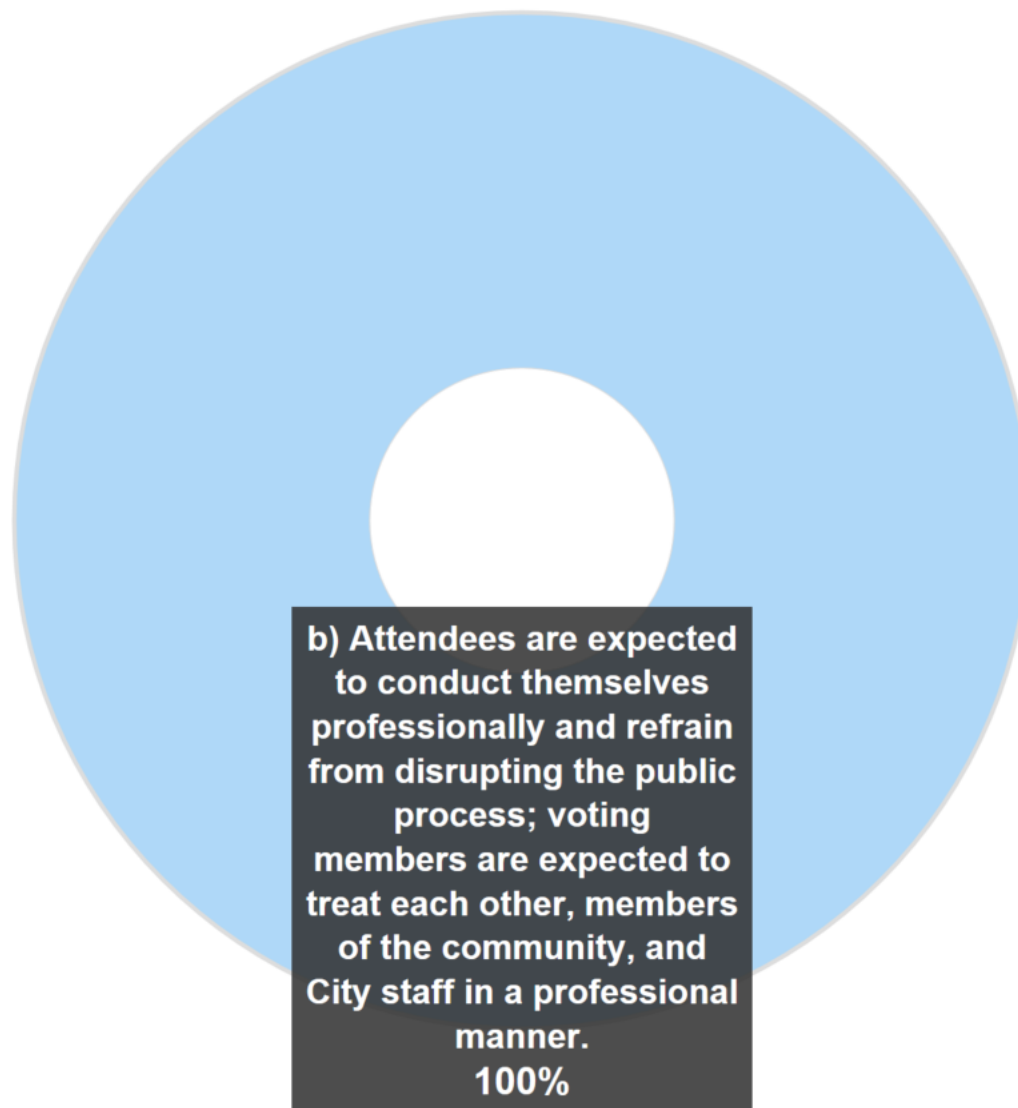


Q3

How are voting members and attendees expected to conduct themselves during meetings?

- a) Voting members may allow attendees to disrupt meetings over passionate issues.
- b) Attendees are expected to conduct themselves professionally and refrain from disrupting the public process; voting members are expected to treat each other, members of the community, and City staff in a professional manner.

Q3: How are voting members and attendees expected to conduct themselves during meetings?



Q4

Under what circumstances can a planning group hold a virtual meeting?

- a) Virtual meetings are enabled under a planning group's operating procedures.
- b) The public has the ability to access the meeting and participate in real-time.
- c) Notice of the virtual meeting is provided.
- d) All of the above

Q4: Under what circumstances can a planning group hold a virtual meeting?

0%

d) All of the above



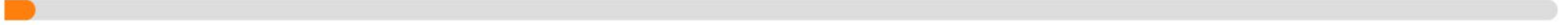
0%

a) Virtual meetings are enabled under a planning group's operating procedures.



0%

b) The public has the ability to access the meeting and participate in real-time. Notice of the virtual meeting is provided



0%


c) Notice of the virtual meeting is provided.



- Making recommendations to the City on land use, infrastructure, parks, and development projects in the community.



- Advisory recommendations on development projects (if any) must be submitted within 7 calendar days of the CPG's approval of the recommendation.
- Via DSD and also the portal



**COORDINATION OF PROJECT MANAGEMENT WITH
Community Planning Committees**
City of San Diego
Development Services Department

**INFORMATION
BULLETIN**

620

May 2020

Deadline

The following guidelines outline the role of the Project Manager and the City of San Diego's development review process.

I. PROJECT SUBMITTAL AND REVIEW
Upon submittal of a project to the City, the Project Manager directs the review process. The Project Manager will be the Committee(s) single point of contact for the project. The following outlines the major project milestones and the City's review process.

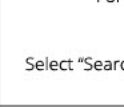
A. Full Submittal/Notice of Application:
Upon receipt by the City of the full submittal for the project, the Committee(s) will be notified. The City will encourage the applicant to contact and make the Committee(s) will be provided the project materials, Committee Distribution Form via the Committee(s) email. The Committee Distribution Form shall be used by the Committee(s) to the decision maker, prior to the public hearing.

B. Assessment Letter:
At the conclusion of the first review cycle, the City will issue an assessment letter detailing issues and any recommended modifications. The Committee(s) to provide their comment letter. These comments will be included as a comment letter, these comments will be included as a comment letter, these comments will be included as a comment letter. Should the timing of the Committee(s) review meet the Project Manager to include these comments in the assessment letter. The Assessment Letter will be provided to the applicant. The Assessment Letter will be provided to the applicant. The Assessment Letter will be provided to the applicant.

C. Subsequent Review and Project Changes:
Subsequent emails containing the City's assessment, as well as digital plans reflecting project review, will be provided to the applicant. The Assessment Letter will be provided to the applicant. The Assessment Letter will be provided to the applicant.

D. Environmental Review Process:
Whenever possible, all committee review shall be provided to the City, during the public review period of the project. The public review period for the environmental review shall be provided to the contact person. The Committee(s) may also provide a copy of the project Manager.

Page 3 **City of San Diego · Information Bulletin 620** **May 2020**



**City of San Diego
Development Services**

Community Planning Committee Distribution Form

Project Name: _____ Project Number: _____

Community: _____

For project scope and contact information (project manager and applicant),
log into OpenDSD at <https://aca.accela.com/SANDIEGO>.

Select "Search for Project Status" and input the Project Number to access project information.

☐ Vote to Approve
☐ Vote to Approve with Conditions Listed Below
☐ Vote to Approve with Non-Binding Recommendations Listed Below
☐ Vote to Deny

# of Members Yes	# of Members No	# of Members Abstain

Conditions or Recommendations:

☐ No Action
 (Please specify, e.g., Need further information, Split vote, Lack of quorum, etc.)

NAME: _____

DATE: _____

Attach additional pages if necessary (maximum 3 attachments).

Visit our web site at www.sandiego.gov/development-services.

Upon request, this information is available in alternative formats for persons with disabilities.

DS-5620 (08-18) ONLINE FORM

Official positions and opinions must not be established or determined by any organization or individual other than the Planning Group.



Brown Act Compliance and Social Media

Refrain from engaging in discussions on projects/items that may come before the Board for a vote. This includes social media discussions/posts.



Must not discriminate against any person or persons based on protected characteristics.



- A. Indemnification of Planning Groups
- B. Violations and Remedies: Brown Act
- C. Violations and Remedies: Council Policy 600-24
- D. Violations and Remedies: Quorum and Attendance



Amendments to Operating Procedures

- Proposed changes shall be submitted to the Mayor or their designee for review and approval.
- Changes to a planning group's operating procedures must be consistent with Council Policy 600-24.
- Proposed amendments which are inconsistent with Council Policy 600-24 will be brought before City Council for consideration.
- Amendments are not valid until approved by the City.

Q5

How long can the public comment on an agenda item go for?

- a) Indefinitely.
- b) Whatever time the Chair decides at the beginning of the item is appropriate.
- c) 3.14 minutes.

Q5: How long can the public comment on an agenda item go for?

91%

b) Whatever time the Chair decides at the beginning of the item is appropriate.



6%

c) 3 minutes which is a standard duration.



3%

a) Indefinitely.



Q6

What step(s) need to be taken in order to add an action item to the agenda during a meeting?

- a) A two-thirds vote is needed from the planning group.
- b) It must be determined by a vote that immediate action is needed on the item.
- c) The need for action on the item came to the attention of the Planning Group after the agenda being posted.
- d) All of the above.

Q6: What step(s) need to be taken in order to add an action item to the agenda during a meeting?

93%

d) All of the above.



3%

a) A two-thirds vote is needed from the planning group



3%

b) It must be determined by a vote that immediate action is needed on the item.



1%

c) The need for action on the item came to the attention of the Planning Group after the agenda being posted.



Q7

Alleged violations related to Council Policy 600-24 are presented to the planning group. What should be the group's next course of action ?

- a) Have the planning group chair refute all alleged violations.
- b) Conduct an investigation consistent with Council Policy 600-24 and report their findings to City staff.
- c) Request assistance from the City Attorney's Office for indemnification.

Q7: Alleged violations to Council Policy 600-24 are presented to the planning group. What should be the group's next course of action?

92%

b) Conduct an investigation consistent with Council Policy 600-24 and report their findings to City staff




8%

c) Request assistance from the City Attorney's Office for indemnification.



0%

a) Have the planning group chair immediately refute all alleged violations.



Questions?



- **Community Planning Group Email:**

SDPlanningGroups@sandiego.gov

- **Community Planning Resources Web Page:**

<https://www.sandiego.gov/planning/community/resources>

- **Planning Group Online Annual Report Portal:**

[PLANNING GROUP ANNUAL REPORT PORTAL \(arcgis.com\)](#)

- **Community Planning Group Contact List:**

<https://www.sandiego.gov/planning/community/contacts>

- **Community Impact Fee Financial Summaries:**

<https://www.sandiego.gov/planning/community-plans/community-planners-committee#undefined>



- **Brown Act Resources**

California Attorney General: <http://oag.ca.gov/open-meetings>

League of California Cities: <http://www.calcities.org/home/resources>

- **Zoning and Parcel information Portal (e.g., land use and zoning)**

[Zoning and Parcel Information Portal \(ZAPP\) - Sidebar Instant App](#)

- **San Diego Municipal Code**

<https://docs.sandiego.gov/municode/MuniCodeChapter13/Ch13Art01Division06.pdf>

- **Building & Land Use Enforcement**

<https://www.sandiego.gov/development-services/building-land-use-enforcement>

- **Sign up news, updates, notices and agendas**

[Constant Contact](#)

A laptop screen in the background displays a video conference with several participants. In the foreground, a blue mug with a white pattern is filled with coffee. The scene is lit with warm, bokeh lights in the background.

BREAK: Return at 6:23 pm

What's up next?

Development Review Process, Discretionary
Permits and OpenDSD

California Environmental Quality Act:
A Short Overview

Q & A and Conclusion



Community Planning Groups and Development Project Review

Francisco “Pancho” Mendoza, Development Project Manager,
DSD FJMendoza@san Diego.gov



Resource	Web Page
<u>Development Services main webpage</u>	http://www.sandiego.gov/development-services
<u>OpenDSD 2.0/Accela Citizens' Access, or ACA</u>	https://aca-prod.accela.com/SANDIEGO/Default.aspx
<u>GIS and Zoning Maps</u>	https://www.sandiego.gov/development-services/zoning
<u>Open Data Portal</u>	https://data.sandiego.gov/datasets/?department=development-services
<u>Records Section</u>	https://www.sandiego.gov/development-services/records
<u>Municipal Code</u>	https://www.sandiego.gov/city-clerk/officialdocs/legisdocs/muni
<u>Discretionary Review Process</u>	https://www.sandiego.gov/development-services/permits/discretionary-permit



[OpenDSD 2.0/Accela Citizens' Access, or ACA:](https://aca-prod.accela.com/SANDIEGO/Default.aspx)
[Online portal for projects](https://aca-prod.accela.com/SANDIEGO/Default.aspx)

<https://aca-prod.accela.com/SANDIEGO/Default.aspx>

Home DSD Permits DSD Code Enforcement

Welcome to the new Citizen Portal

We are pleased to offer our citizens, businesses, and visitors access to government services online, 24 hours a day, 7 days a week.

In partnership with [Accela, Inc.](#), we are fulfilling our promise to deliver powerful e-government services and provide valuable information about the community while making your interactions with us more efficient, convenient, and interactive. To use ALL the services we provide you must register and create a user account. You can view information, get questions answered and have limited services as an anonymous user. We trust this will provide you with a new, higher level of service that makes living and working in our community a more enjoyable experience.

General Information

- [Lookup Property Information](#)

DSD Permits

- [Create an Application](#)
- [Search Applications](#)

DSD Code Enforcement

- [Search Applications](#)

Login

User Name or E-mail:

Password:

[Login »](#)

☐ Remember me on this computer

[I've forgotten my password](#)

[New Users: Register for an Account](#)

Home DSD Permits DSD Code Enforcement

[+ Create an Application](#) [Search Applications](#)

Search for Records

Enter information below to search for records.

- Site Address
- Contractor License Information
- Parcel Number
- Record Information
- Contact Information

Select the search type from the drop-down list.

General Search

Record Type: Record Status:

Record Number: Project Name:

Start Date: End Date:

License Type: State License Number: Business License #:

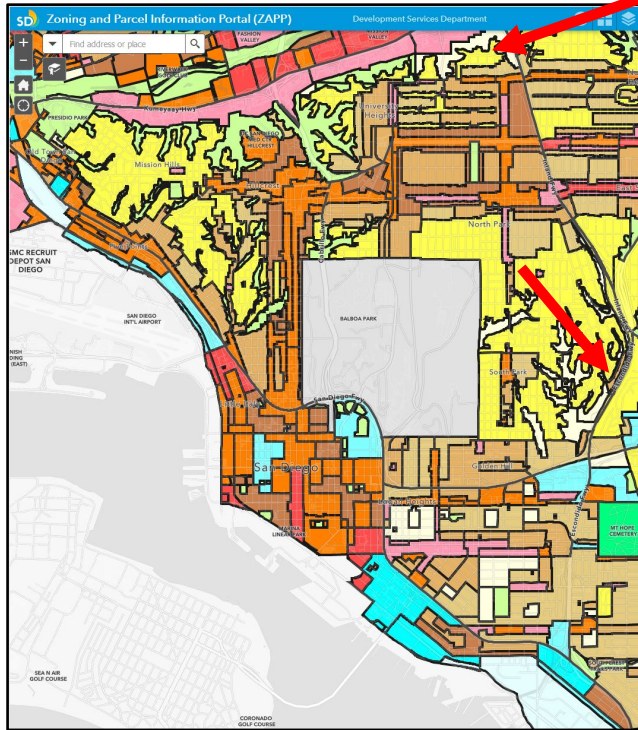
First: Last: Name of Business:

Street No.: Direction: Street Name: Street Suffix: Street Type:



GIS and Zoning Maps

<https://www.sandiego.gov/development-services/zoning>



Zoning

The City Council adopted the Official Zoning Map on Feb. 28, 2006. See [Report to City Council 06-020](#) for background information on the development of the Official Zoning Map.



Zoning and Parcel
Information Portal (ZAPP)



Mira Mesa Community Plan
Update ZAPP

- Complete Communities +
- Zoning Use and Development Regulations +
- Base Zones Types +
- Overlay Zones and Other Site Criteria +
- Additional Outside Agency Resources +

Site Location	10170 SORRENTO VALLEY RD
Address	3451300900
Assessor's Parcel Number (APN)	Yes
	PM 12099
	Block No
	Lot No PAR 1
	PARCEL MAP
Lot	MAP 483
	Block No
	Lot No FOR 4
	SORRENTO LANDS & TOWNSITE
	MAP 483
	Block No
	Lot No 3
	SORRENTO LANDS & TOWNSITE
City Council District	1
City Owned Parks	No
City Owned Real Property (COPR)	No
CDE School Site	No
Planning Area	
Community Plan Area (CPA)	TORREY PINES
Specific Plan Area (SPA)	No
Business Improvement District (BID)	No
Prime Industrial Land (PL)	Yes
Proposition A Lands (PAL)	No
County Use	No



Project Processing: Approval Types

Ministerial	Discretionary
<ul style="list-style-type: none">• Building, grading, electrical, plumbing permits, etc.• Development “by right”• Little or no discretion• Administrative decision by City staff• Use of fixed standards & objective measurements• No public notice, appeal process or formal planning group input• Generally no administrative appeals available (judicial remedies always available)	<ul style="list-style-type: none">• Conditional Use Permits, Coastal Development Permits, Tentative Maps, Planned Development Permits, etc.• May be required based on project scope and location• Decision maker uses discretion, judgement, and engages in deliberation to approve or deny after public notice (and sometimes, but not always, a public hearing)• Legal findings are required to support their decision• Initial decision can usually be appealed to a higher body• Planning group recommendation requested• Development plans are more conceptual

Project Processing: Decision Process Levels

Process	Decision Maker	Appeal to
Process One (Ministerial)	City Staff	No appeals – Ministerial
Process Two (Discretionary)	City Staff	Planning Commission: Private projects City Council: Public projects
Process Three (Discretionary)	Hearing Officer	Planning Commission
Process Four (Discretionary)	Planning Commission	City Council
Process Five (Discretionary)	City Council	No appeals – Final decision maker

- As process level increases, so does:
 - Project complexity
 - The amount of discretion involved
 - Project cost
- Process Five land use decisions require a Planning Commission recommendation prior to City Council



Development Project Manager (DPM) Roles

- Provided for all discretionary projects
- DPMS are the City's project liaison



Community Planning Group Roles

Project Review	Planning Group Recommendation	Public Hearing	Appeal?
<ul style="list-style-type: none">Plans sent to planning group – from NoReply@SanDiego.govAssessment Letters sent to planning groupPublic notices sent to planning group chairPlanning group can reach out to DPM for project info and timing	<ul style="list-style-type: none">Reviews against Community PlanProvide recommendations based on Community Plan goals and policies and required permit findings.“The proposed development will not adversely affect the applicable land use plan”Conditions must be proportional to the project and must include timingDecision makers can delete/ modify conditions	<ul style="list-style-type: none">Planning group is not required to be present at Public HearingMay wish to send representative to address recommendations or project concernsPlanning group recommendation is advisory	<ul style="list-style-type: none">Information Bulletin No. 505, “Appeal Procedure” https://www.sandiego.gov/sites/default/files/dsdib505.pdfAppeal must be complete and submitted on timeBe as specific as possible, individually list appeal points to provide a clear basis. Use Findings!Be clear on appeal form if you are appealing the project, the environmental determination, or both



Additional Resources

Public Hearing agendas, reports, and minutes available on-line:

- Hearing Officer:
<https://www.sandiego.gov/development-services/public-hearings-meetings-notices/hearing-officer>
- Planning Commission:
<https://www.sandiego.gov/planning-commission>
- City Council:
<https://www.sandiego.gov/council-agendas>

- Development Services Department webpage;
<https://www.sandiego.gov/development-services>
- Development Services Department Location and Contact Information webpage;
<https://www.sandiego.gov/development-services/locations-hours>



Thank you for your participation!

ANY QUESTIONS?

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CEQA: A Short Overview

California Environmental Quality Act
Established in 1970

What is the purpose of CEQA?

- Requires public agencies to consider the environmental consequences of their actions
- Goals:
 - Prevent Environmental Damage
 - Disclose Impacts
 - Consider Alternatives



Planning Group Involvement in CEQA Process

- EIRs and MNDs have a public review period.
- City environmental staff considers comments and prepares responses.
- Comments and responses become part of the final document.



Environmental Impact Review

What it is

- An environmental analysis that considers environmental impacts under the California Environmental Quality Act (CEQA).
- Assesses the potential environmental impacts of implementing the plan.

What it is not

- A planning document or regulatory requirement. The Environmental Impact Report (EIR) does not provide policy guidance or regulations for a community.
- An environmental analysis that considers impacts outside of CEQA.

Environmental Impact Review

What it is

- Identifies mitigation measures to reduce or avoid any potential significant environmental impacts.
- Identifies alternatives to the plan that could lessen impacts compared to the proposed plan.

What it is not

- An implementation plan for the Community Plan Update or any other plan.

Questions?

Visit:

<https://www.sandiego.gov/planning/about/overview/erprocess>

Contact:

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Questions?



THANK YOU!