



**THE CITY OF SAN DIEGO  
M E M O R A N D U M**

DATE: January 13, 2020  
TO: Members of the Planning Commission  
FROM: Michelle Sokolowski, Deputy Director, Development Services Department  
SUBJECT: Standardized Report of City Boards and Commissions for 2019– Action Item

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The City of San Diego's Office of Boards and Commissions was created in 2018 to support the day-to-day operations for the City's 49 boards and commissions and serves as an access point to the volunteer members appointed by the Mayor and City Council.

In an effort to promote public participation in decision-making and effective civic engagement; and to ensure that the City's advisory Boards and Commissions are producing timely, actionable advice to the Mayor, City Council and City departments as defined by their San Diego City Charter and/or Municipal Code powers and duties, the Office of Boards and Commissions has established a new annual reporting requirement via the *Standardized Report of City Boards & Commissions*. The Report is due annually and documents the meetings, actions, volunteer hours, and vacancies of a City board or commission within a calendar year timeframe. The Report also provides boards and commissions with an opportunity to raise concerns or provide suggestions to the City Council.

The reports are due to the Office of Boards and Commissions by May 1<sup>st</sup> of each year and will be presented to the City Council as part of the budget process. The Planning Commission is required to provide their report covering calendar year 2019 by May 1<sup>st</sup> of this year. This will require the full Commission to approve the report at their January 23, 2020, meeting.

Most of the content of the report is data-driven, and includes the number of hearings, number of meetings cancelled, actions taken, and Board vacancies. However, there are two items in the report which required specific feedback from the Planning Commission members: "Concerns or Suggestions to Bring to the City Council" and "Volunteer Hours." Staff requested Commissioner feedback regarding these two items and has provided the information received in the draft report. Comments received by the Planning Commission during the January 23, 2020, hearing will be incorporated into the final report and presented to the Office of Boards and Commissions.

Accordingly, staff requests the Planning Commission review the attached draft report, provide any additional comments, and approve the report at the January 23, 2020 hearing.

Your consideration of this information is appreciated.

Attachment: 1. Draft Standardized Report of City Boards and Commissions – Planning Commission



# Office of Boards and Commissions

## STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

### MISSION DUTIES OF THE ADVISORY BOARD

#### What are the mission and duties of the Advisory Board, as established by the Municipal Code?

Per Article 5, Section 41 of the City Charter of San Diego: The City Planning Commission shall be organized as provided by the laws of the State and have such powers and perform such duties as are prescribed by such laws. The duties of the Commission shall also include advising upon public buildings, bridges, retaining walls, approaches, park and harbor structures, the improvement of Pueblo lands and such other improvements as the Council may by ordinance determine. The Commission shall consist of seven (7) members appointed by the Mayor, subject to the confirmation of the Council. The City Engineer, and the City Attorney, or their designated representatives, shall be members ex officio, but neither of said officers shall have a vote. The members of this Commission shall serve without compensation for terms of four years and until their successors are elected and appointed and qualified.

### ACTIONS TAKEN BY THE ADVISORY BOARD

#### Please write a summary of the actions taken by the Advisory Board that year.

In the calendar year 2019, the Planning Commission considered 113 items related to land use, including: code updates, community plan updates, workshops, land development projects, and appeals from lower level decisionmakers. The following table summarizes their actions:

HEARING DATE	PROJECT/ITEM
January 24, 2019	<ul style="list-style-type: none"> <li>• <b>Island Court Bayside</b> - (CDP, TM) - #600832</li> <li>• <b>13<sup>th</sup> &amp; Broadway</b> - (CCDP/Rezone)- #2018-48</li> </ul>
January 31, 2019	<ul style="list-style-type: none"> <li>• <b>Veterans Affairs Hospital Annex</b> - (CUP) - #614178</li> <li>• <b>Transit Priority Area Parking Regulations for Multi-Family Residential</b></li> <li>• <b>Kearney Mesa Community Plan Update - (Workshop)</b></li> </ul>
February 14, 2019	<ul style="list-style-type: none"> <li>• <b>Kearney Mesa Community Plan Update - (Workshop)</b></li> <li>• <b>7625 Carroll Canyon Road MMCC (Appeal)</b> - (CUP) - #370687</li> <li>• <b>Ethics Training for the Planning Commission</b></li> </ul>
February 21, 2019	<ul style="list-style-type: none"> <li>• <b>University Manor Mixed Use</b> - (PROW VAC., TM, PDP, SDP) - #503848</li> <li>• <b>T-Mobile - 4220 Arizona Street</b> - (CUP/PDP) - #551837</li> <li>• <b>MPF 9938 Mesa Rim Road (Appeal)</b> - (CUP) - #585402</li> <li>• <b>Morena Corridor Specific Plan</b> - (EIR) - #582608</li> </ul>
February 28, 20219	<ul style="list-style-type: none"> <li>• <b>2936 Copley Avenue</b> - (SDP/PDP/TM) - #488139</li> <li>• <b>Kroc II Amendment</b> - (PDP/SDP) - #552436</li> <li>• <b>Bella Mar Community Plan Amendment Initiation</b> - (Initiation) # 621460</li> <li>• <b>University Community Plan Update - (Workshop)</b></li> </ul>
March 14, 2019	<ul style="list-style-type: none"> <li>• <b>Montezuma Hotel</b> - (CPA/Rezone/NDP) - #574562</li> <li>• <b>Mira Mesa Community Plan Update - (Workshop)</b></li> </ul>
March 21, 2019	<ul style="list-style-type: none"> <li>• <b>Alexandria - Carmel Valley Town Center R&amp;D - CPA Initiation</b></li> <li>• <b>Seaworld Master Plan Conformance Review</b> - #622566</li> <li>• <b>1st Ave TM</b> - (TM) - #598799</li> </ul>

March 28, 2019	<ul style="list-style-type: none"> <li>• <b>The Preserve</b> – (Rezone, CPA, SDP, PDP) - # 442880</li> <li>• <b>Mixed Use Zoning Package – (Ordinance amending the Municipal Code &amp; Local Coastal Program)</b></li> <li>• <b>Mission Trails Regional Park (MTRP) Master Plan Update/Natural Resources Management Plan/Community Plan Technical Amendments</b> – (EIR) - #349988</li> </ul>
April 11, 2019	<ul style="list-style-type: none"> <li>• <b>Sunroad Otay 50</b> – (VTM, SDP, PDP, ROW &amp; EASEMENT VACATIONS, CPA) - #538140</li> <li>• <b>Cal Terrace PA61</b> – (CPA, Rezone, PROW Vacation, VTM, Easement Vacation, SDP) - #605191</li> <li>• <b>RV/Mini Storage</b> – (PDP, EV) - #534380</li> <li>• <b>The Village at Scripps Ranch – Community Plan Amendment Initiation</b></li> <li>• <b>Fiesta Island Amendment to the Mission Park Master Plan &amp; local Coastal Program Amendment</b> - #562189</li> <li>• <b>College Area Community Plan Amendment Initiation for Montezuma Road and 63rd Street</b> - #624641</li> <li>• <b>2018 Standardized Report of City Boards and Commissions – Planning Commission</b></li> </ul>
May 9, 2019	<ul style="list-style-type: none"> <li>• <b>T-Mobile Columbia Court</b> – (CUP) - #583530</li> <li>• <b>MPF 9731 Siempre Viva Road (Appeal)</b> – (CUP) - #585450</li> <li>• <b>MPF 10671 Roselle Street (Appeal)</b> – (CUP) - #585605</li> <li>• <b>MPF 2220 Neils Bohr Court (Appeal)</b> – (CUP) - # 585368</li> <li>• <b>MPF 9350 Trade Place (Appeal)</b> – (CUP) - #585463</li> <li>• <b>12th Update to the Land Development Code and Local Coastal Program</b></li> </ul>
May 23, 2019	<ul style="list-style-type: none"> <li>• <b>Lumina TM</b> – (PROW &amp; Easement Vac., TM &amp; NDP) - #555609</li> <li>• <b>Seabreeze Senior Living</b> – (CPA, EV, SDP, CUP) - #600824</li> <li>• <b>32nd and C Street</b> – (VTM, SDP, NDP) - #595288</li> <li>• <b>Witt Mission Valley</b> – (PDP/SDP) - #562674</li> <li>• <b>Verizon – South Doyle</b> – (CUP/NDP) - #447574</li> </ul>
June 6, 2019	<ul style="list-style-type: none"> <li>• <b>Crown Castle University</b> – (CUP/PDP) - #577364</li> <li>• <b>MPF 3279 National Ave (Appeal)</b> – (CUP) - #585635</li> <li>• <b>MPF 4655 Ruffner St (Appeal)</b> – (CUP) - #604122</li> <li>• <b>MPF 9220 Mira Este CT (Appeal)</b> – (CUP) - #585378</li> <li>• <b>MPF 3940 Home Ave (Appeal)</b> – (CUP) - #611536</li> <li>• <b>MPF 8390 Miramar Place (Appeal)</b> – (CUP) - #585648</li> <li>• <b>12th Update to the Land Development Code and Local Coastal Program for Item # 12 (WCF) (continued from May 9, 2019)</b></li> <li>• <b>Montezuma Hotel</b> – (CPA, Rezone/NDP) - #574562</li> </ul>
June 13, 2019	<ul style="list-style-type: none"> <li>• <b>MPF 4655 Ruffner St (Trailed from June 6, 2019) (Appeal)</b> – (CUP) - #604122</li> <li>• <b>Sorrento Valley Marijuana Outlet CUP (Appeal)</b> - (CUP &amp; CDP) - #545299</li> <li>• <b>Ryan CDP (Appeal)</b> – (CDP) - #619310</li> <li>• <b>5251 Chelsea Street CDP (Appeal)</b> – (CDP) - #609389</li> <li>• <b>Mardoum SDP (Appeal)</b> – (SDP) - #612206</li> <li>• <b>San Diego Releaf Marijuana Outlet CUP/CDP (Appeal)</b> – (CUP &amp; CDP) - #575936</li> <li>• <b>Saturn Boulevard</b> - (Rezone/VTM/PDP/CDP) - #566657</li> <li>• <b>Lumina TM</b> – (PROW &amp; Easement Vac., TM &amp; NDP) - #555609</li> </ul>
June 20, 2019	<ul style="list-style-type: none"> <li>• <b>Update on Transition of Downtown Planning &amp; Permitting</b></li> <li>• <b>Mission Valley Community Plan update (Community Plan Update, Rezone)</b></li> </ul>
June 27, 2019	<ul style="list-style-type: none"> <li>• <b>MPF 10110 Sorrento Valley Road (Appeal)</b> – (CUP) - #585348</li> <li>• <b>MPF 3443 Pickwick Street (Appeal)</b> – (CUP) - #603679</li> <li>• <b>MPF 9151 Recho Road (Appeal)</b> – (CUP) - #585470</li> <li>• <b>MPF 2243 Verus Street (Appeal)</b> – (CUP) - #585642</li> <li>• <b>I-805 La Jolla Village Drive Community Plan Amendment Initiation</b> – (Initiation) - #632378</li> <li>• <b>Clairemont Community Plan Update Workshop</b></li> </ul>
July 11, 2019	<ul style="list-style-type: none"> <li>• <b>Proposed Amendments to the City of San Diego's Inclusionary Affordable Housing Regulations</b></li> </ul>

July 18, 2019	<ul style="list-style-type: none"> <li>• <b>Bonair Residences TM/CDP/SDP (Appeal)</b> – (TM/CDP/SDP) - #579587</li> <li>• <b>Verizon Napier Street</b> – (PDP) - #607778</li> <li>• <b>ATC South Dennergy</b> – (PDP, NDP, NUP) - # 612524</li> </ul>
July 25, 2019	<ul style="list-style-type: none"> <li>• <b>10325 Roselle Street</b> – (CDP, SDP, NDP) - #150566</li> <li>• <b>Sprint Aviation</b> – (PDP, CUP) - #606320</li> <li>• <b>Pushcart Regulations (Ordinance)</b></li> <li>• <b>MPF 9850 Via de la Amistad (Appeal)</b> – (CUP) -#611944</li> <li>• <b>Carmel Mountain Ranch Golf Course CPA Initiation</b> - #635815</li> <li>• <b>Otay Mesa Road CPA Initiation</b> - #638768</li> <li>• <b>Sea World Master Plan 2020, Mission Bay Park Master Plan Amendment Initiation</b> - #637736</li> </ul>
August 15, 2019	<ul style="list-style-type: none"> <li>• <b>Vista de Los Altos VTM</b> – (VTM &amp; Easement Vacation) - #615949</li> <li>• <b>Black Halibut CDP/SDP (Appeal)</b> – (CDP &amp; SDP) - #516011</li> <li>• <b>Hammer NDP (Appeal)</b> – (NDP) - #607413</li> <li>• <b>Glass TEK MMCC (Continued from July 9, 2015) (Appeal)</b> – (CUP) - # 368509</li> <li>• <b>Carmel Mountain Ranch Community Plan Amendment Initiation Alante</b> - #637948</li> </ul>
August 29, 2019	<ul style="list-style-type: none"> <li>• <b>RB Lot 9 – CUO Amendment</b> – (CUP Amendment) - #635141</li> <li>• <b>Casa de Las Campanas Residential Addition</b> – (CUP Amend. &amp; PDP) - #546769</li> <li>• <b>Hammer NDP (Continued from August 15, 2019) (Appeal)</b> – (NDP) - #607413</li> </ul>
September 5, 2019	<ul style="list-style-type: none"> <li>• <b>EV 9th &amp; Island (No. 2017-30) (Appeal)</b> – (Civic SD)</li> <li>• <b>Scripps Miramar Ranch Community Amendment Initiation – Village at Scripps</b> - #629049</li> </ul>
September 26, 2019	<ul style="list-style-type: none"> <li>• <b>Verizon – RB Village</b> – (CUP/PDP) - #632762</li> <li>• <b>Neff Rental Variance (Appeal)</b> – (Variance) - #482367</li> <li>• <b>Update on Cannabis Permitting</b></li> </ul>
October 3, 2019	<ul style="list-style-type: none"> <li>• <b>35th and J</b> – (SDP/TM) - #549188</li> <li>• <b>3128-3138 Canon Street</b> – (TM) - #614063</li> <li>• <b>General Plan Housing Element Update Workshop</b></li> </ul>
October 10, 2019	<ul style="list-style-type: none"> <li>• <b>Sprint Casa Alvarado</b> – (PDP) - #636962</li> <li>• <b>777 Beech Street (Centre City Development Permit, Centre City Planned Development Permit and Map Waiver)</b> - #2018-57 &amp; 624011</li> <li>• <b>920 Saturn Boulevard CPA Initiation</b> - #644574</li> </ul>
October 24, 2019	<ul style="list-style-type: none"> <li>• <b>Hammer NDP (Continued from August 29, 2019) Continued from August 15, 2019) (Appeal)</b> – (NDP) - #607413</li> <li>• <b>12th Code Update – Phase 2</b></li> </ul>
November 7, 2019	<ul style="list-style-type: none"> <li>• <b>Courthouse Commons Tunnel</b> – (SDP) - #634065</li> <li>• <b>The Map (Appeal)</b> – (CDP) - #635682</li> </ul>
November 14, 2019	<ul style="list-style-type: none"> <li>• <b>11th &amp; B (Appeal of Civic San Diego)</b> – (CCDP/CCPDP) - #2018-40</li> <li>• <b>The Ralph M. Brown Act Training for the Planning Commission</b></li> </ul>
November 21, 2019	<ul style="list-style-type: none"> <li>• <b>Whiting Court Condominium Conversion MW (Appeal)</b> – (TMW) - #602075</li> <li>• <b>Hershfield Residence (Appeal)</b> – (CDP &amp; SDP) - #603740</li> <li>• <b>Verizon Black Mountain Middle School</b> – (CUP/PDP/NDP) - #641096</li> </ul>
December 5, 2019	<ul style="list-style-type: none"> <li>• <b>Courthouse Commons Tunnel</b> – (SDP) - # 634065</li> <li>• <b>4337 Home Avenue Marijuana Outlet NUP/CUP (Appeal)</b> - #593686</li> <li>• <b>Atlas Specific Plan Amendment</b> – (LUP Amendment) - # 523313</li> </ul>
December 12, 2019	<ul style="list-style-type: none"> <li>• <b>Sprint PLNU</b> – (CUP) - #604781</li> <li>• <b>Verizon Mt. ADA</b> – (PDP/SDP/NDP) - #255230</li> <li>• <b>Froude Residences</b> – (CDP/SDP/EV/TM) - #604010</li> <li>• <b>12th Code Update – Phase 3</b></li> <li>• <b>Plazas UTC CPA Initiation</b> - #650416</li> </ul>

## ADVISORY BOARD MEETINGS

### What are the number of Advisory Board meetings and what were the issues discussed?

The Planning Commission met 30 times in calendar year 2019. In the calendar year 2019, the Planning Commission considered 113 items related to land use, including: code updates, community plan updates, workshops, land development projects, and appeals from lower level decisionmakers.

## MEETING CANCELATIONS

### What are the number of meetings cancelled and what are the reasoning?

No meetings of the Planning Commission were cancelled in calendar year 2019.

## AVAILABLE OPPORTUNITIES

### What are the number of vacant positions on the Advisory Board?

There are currently no vacant positions; however, Commissioner Sue Peerson's term will end on January 28, 2020.

## EXPIRED MEMBERSHIP

### What are the number of members serving on expired terms?

There are currently no members serving on expired terms.

## CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

### Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

The following items have been provided by the Planning Commissioners:

- "Reform community planning groups so that their viewpoints represent the entire community they serve and not just a few, select voices."
- "Would like to be more involved in planning policy decisions."

## ASSISTANCE TO THE BOARD

### Please provide an estimate of the City staff hours assisting in administering the Board.

Per the City Charter, the Planning Commission also contains two ex-officio members (City Attorney and City Engineer, or their designated representatives). These City staff members have been included in the table below, which reflects the estimate of City staff hours assisting in administering the Board:

POSITION	ESTIMATED HOURS CY 2019
City Attorney (Ex-Officio Member)	80
City Engineer (Ex-Officio Member)	80
Development Services Department/Planning Department - Management Support	350
Legislative and Administrative Support	2,280
<b>TOTAL ESTIMATED HOURS 2,790</b>	







## VOLUNTEER HOURS

**Please provide an estimate of the volunteer hours by commissioners.**

The Planning Commissioners time estimates for calendar year 2019 range from 163 to 300 hours, averaging approximately 251 hours for each Commissioner.

## ADVISORY BOARD ACTIVITIES

**Please provide 4-5 pictures of the Advisory Board Activities**

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
 Presentation.pdf	Commissioners Listening to Presentation	4/4/2019
 Volunteer Appreciation Day.pc	PC Volunteer Appreciation Day	4/4/2019
 Start of Hearing.pdf	Commissioners Ready to Start Hearing	4/4/2019
 Reviewing Items for hearing.pdf	Commissioners Reviewing Items for Hearing	4/4/2019
 View of PC in Action.pdf	PC Commissioners in Action	4/4/2019
 View of Dais.pdf	PC - View of Dais	4/4/2019