

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

**Subject**

Distribution of Notices of Board of Supervisors Conferences on Planning Matters

**Policy Number**

I-32

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**Purpose**

To establish guidelines for sending invitations to agencies, organizations and/or individuals to attend Board conferences in order to contribute knowledge and view points on planning matters and to assure that all interested parties will have a fair and equal opportunity to be heard.

**Background**

It is apparent that planning matters have become increasingly complex and more controversial as the general public becomes more involved in the quality of the environment. As a result, the Board of Supervisors of necessity is required to hold special conferences from time to time for consideration of these matters. In the past, there has been no policy for guiding the Clerk of the Board as to the agencies, organizations and/or individuals that should specifically be invited to these conferences.

**Policy**

It is the policy of the Board of Supervisors that:

Whenever the Board directs that a conference be held on a planning matter, the Director of Planning & Development Services shall submit a suggested list of agencies, organizations and/or individuals that should be invited to said conference. It is the intent of the policy that such list be submitted within one week following the action by the Board directing that a conference be held. The Board of Supervisors may add or subtract from this list prepared by staff and direct the Clerk of the Board to send a notice of the conference to those on the approved list.

**Sunset Date**

This policy will be reviewed for continuance by 12-31-23.

**Board Action**

06-08-71 (90)  
05-22-79 (150)  
08-08-89 (33)  
05-15-96 (11)  
08-07-02 (5)  
02-24-10 (2)  
09-25-12 (11)  
12-14-16 (16)

**CAO Reference**

1. Planning & Development Services
2. Clerk of the Board of Supervisors