

Valley Center Community Planning Group

Minutes for a regular meeting held on March 11, 2019 at 7:00 p.m. in the Valley Center Community Hall, 28246 Lilac Road, Valley Center, California 92082.

CHAIR: Oliver Smith

VICE-CHAIR: Jeana Boulos

SECRETARY: Kathy MacKenzie

A=Absent; Ab=Abstention; BOS=Board of Supervisors; PDS=Department of Planning & Development Services; DPW=Department of Public Works; DRB=Valley Center Design Review Board; GP= County General Plan; N=Nay; P=Present; PC=County Planning Commission; PSR=Property Specific Requests; R=Recused; SC=Subcommittee; TBD=To Be Determined; VCCPG=Valley Center Community Planning Group; VC= Valley Center; VCPRD=Valley Center Parks & Recreation District; Y=Yea

A. Roll Call

- Meeting was called to order at 7:02 p.m. and a Quorum was established with 15 members present and 0 seat vacancies.

Jeana Boulos - P

Steve Hutchison - P

Oliver Smith - P

William Del Pilar - P

Susan Janisch - P

Jon Vick - P

Susan Fajardo - P

Jennifer Lindley - P

Kevin Smith - P

James Garritson - P

Kathy MacKenzie - P

Dina Gharmalkar - P

Delores Chavez Harmes-P

LaVonne Norwood - P

Renee Wolf - P

B. Pledge of Allegiance - Mr. Hutchison

C. Approval of Minutes from Regular Meeting of February 11, 2019

- Motion: To approve the February 11, 2019 Minutes.
- Maker/Second: Norwood/Garritson
- **Motion Carries 15-0-0 (Y-N-Ab).**

D. Public Communication/Open Forum Members of the public may address the Planning Group on any topic not on the agenda.

- Richard Matz, owner of the Trading Post (which burnt down in 2006) and VC Resident, wanted to give the VCCPG the background of the ongoing troubles he's had with both neighbor complaints and the county to restore his business. He is working with the Code Compliance Officer and then will be coming back to the VCCPG get his business rebuilt and running.

- Mr. Vick passed out flyers inviting everyone to come to the VCTA Community Picnic at Star Valley Park on Sunday, March 24th from 11 - 2. Admission is \$1. (*publicly available document from VCTA*)
- Mr. Vick also reminded everyone that the kick-off for the Caltrans study is tomorrow evening (March 12th) starting at 6 PM at the Valley Center Middle School on Lake Wohlford Road in the Multi-Purpose Room.
- Chairman Smith advised there are three studies currently underway:
 - a. Community Plan Update
 - b. Corridor Study
 - c. Zoning Update Project
- Chairman Smith pointed out Supervisor Jim Desmond's letter regarding Agenda Item 9 (*publicly available document from the County*). Chairman Smith spoke to his Chief of Staff, Darren Gretler, and learned Mr. Desmond plans to create three revitalization committees in unincorporated communities, which include Valley Center. If this is approved, Mr. Desmond plans to establish and activate a Valley Center Revitalization Committee and, like Diane Jacobs has been doing for approximately 20 years in other unincorporated areas of San Diego County, Mr. Desmond plans to come out to the Valley Center community twice a year to talk about things that don't come to the Board of Supervisors and don't require him to vote on later. For example, he'll be addressing Valley Center specific items like code enforcement, public safety, emergency evacuation and access. There will be a vote tomorrow (March 12th) on establishing these committees at the San Diego County Board of Supervisors.
- Ms. Chaves-Harmes, Chairman of the Emergency Evacuation Subcommittee, said she spoke with Mr. Desmond's office and the subcommittee is aware of the meeting.
- Chairman Smith suggested, based on the results of the meeting, this topic be put on next month's agenda with Mr. Hutchison to take the lead.

E. Action items

1. *Discuss to close out the time/temperature sign history museum request for VCCPG Recommendation (Smith).*

- At a previous meeting, Chairman Smith had tasked Mr. Del Pilar to head up working with the Valley Center History Museum, which had requested the time/temperature sign at the corner of Cole Grade and Valley Center roads be re-activated.
- Chairman Smith and Mr. Del Pilar both reported that between the time of the February and March 2019 VCCPG meetings, due to a vehicle slamming into the time/temperature sign at the corner of Cole Grade and Valley Center Road (*See Attachment A*).
- Mr. Del Pilar spoke with Robert with the Historic Society, and Robert said the sign is more of a landmark than a significant historical point. Therefore, they will not be moving forward to get this sign re-activated.

- Del Pilar questioned why Chairman Smith had scheduled the item on the agenda without asking for his input first. Smith said he felt the item should be reported on and the group as a whole made aware of its final resolution. That was why Chairman Smith made it an agenda item. Del Pilar reiterated that because he was assigned to the item, he should have been the person to put it on the agenda and give the report, not Chairman Smith.
- **Motion: No motion was made or vote taken.**

2. Discuss and possible vote on continued operation of a cellular communications network (AT&T & T-Mobile) along with replacing existing monopole with new pole (height increase of 9-10 ft), faux elm branches, remove ½ existing garage, install new garage, and installation of cellular improvements. PDS2018-ZAP-99-019W2, cell phone antenna site SD 393 Ridge Canyon at 26945 Valley Center Rd., Valley Center, CA 92082, Revised Plot Plan and redlines Replacement Plot Plan (Janisch).

- Ms. Janisch distributed paperwork (*publicly available documents from the County*) and reviewed the history sharing the current pole, which is 45' tall, and owned by Crown Castle, is leased to T-Mobile. Now AT&T (leasee) wants to add a pole in the area to provide better service in the 22 mile range. Rather than put in another pole, Crown Castle (owner) purports to replace the current pole with a new faux elm pole increasing the height to 55' - which is believed to be outside of the guidelines. This way both leasees (T-Mobile and AT&T) can service their customers with one pole, versus two.
- Mr. Tom Henna, representative of Crown Castle reiterated what Ms. Janisch shared, pointed out that ½ of the existing garage would be removed, a new permanent storage garage would be added to replace it, and cellular equipment on the ground would be installed in place of removed section of the garage.
- Mr. Henna, also shared this would be a “stealth” pole, with “leaves” to blend into the surroundings, and that it would also be part of the first responder network.
- Chairman Smith asked if Ms. Janisch had notified the surrounding neighbors. She said she had not. Chairman Smith said it’s important that all nearby neighbors (within 500 feet) of the pole be notified to let them know what’s coming. His other concern is the height is not within the plan guidelines.
- Mr. Vick pointed out that he believes the height guidelines relate to buildings, not cell towers or poles.
- Mr. Garritson asked who maintains the pole after it is in. Mr. Henna let him know that Crown Castle is responsible for all maintenance, as the owners. Mr. Garritson also asked if letters had been sent to the nearby homeowners. Mr. Henna said they had been sent out a year ago, when this project was first started. Mr. Garritson then inquired about the longevity of these poles. Mr. Henna informed him the life expectancy is around twenty years.
- Mr. Gharmalkar began to inquire about radio frequency, but Chairman Smith interrupted to say as a planning group, that is not of our concern, and we can’t ask that

question.

- Mr. Del Pilar agrees with Chairman Smith that the neighbors should be notified before moving forward on this project.
- Ms. Boulos agreed with Mr. Vick on the height requirements. She remembers this project, that began as simply painting the pole, which the neighbors had no objection to at that time. Why would they object to replacing the pole?
- Ms. Lindley inquired about when the maintenance is done on these types of poles. Mr. Henna responded typically midnight to 2 a.m.
- Ms. MacKenzie inquired as to how many homes are within 500 feet of the proposed new pole. Neither Ms. Janisch or Mr. Henna could give a definite answer.
- Ms. Janisch explained she and Mr. Henna went together to visit the site for safety reasons, and between the rain and schedules, they had not been able to get to the homes, except the immediate home where the project is. They met with the people, who they believe are tenants, not the owners. They did not have any issues with the project.
- Ms. Wolf thinks letters should be resent through the County since the original letters were sent a year or more ago.
- Ms. Norwood inquired about the fencing - is it all the way around? Mr. Henna informed her there is fencing where it is needed to block the view from the home or road. Very hard to see from the road.
- Ms. Norwood is also concerned with the neighbors not being contacted.
- Mr. Kevin Smith inquired as to the impact on the company if this motion was not approved. Mr. Henna said it would delay the network upgrade for the service to AT&T cellular customers.
- **Motion: To approve this change to replace existing monopole with new pole**
- **Maker/Second: Janisch/Garritson**

Jeana Boulos - Y	Kathy MacKenzie - Y
William Del Pilar - N	LaVonne Norwood - N
Susan Fajardo - Y	Oliver Smith - N
James Garritson - Y	Jon Vick - Y
Delores Chavez Harmes - Y	Kevin Smith - Y
Steve Hutchison - Y	Dina Gharmalkar - Y
Susan Janisch - Y	Renee Wolf - Y
Jennifer Lindley - Y	
- **Motion Carries 12-3-0 (Y-N-Ab).**

F. Group Business

1. ***Welcome new CPG members Kevin Smith, Dina Gharmalkar (welcome back), and Renee Wolf (Smith).***

2. Opening for VCDRB vacancy cause by end of term for Susan Moore (Fajardo).

Lisa Adams is the Chamber of Commerce nominee for the vacancy on the Design Review Board. Kevin Smith has applied to be considered for the nomination by the VCCPG. Chairman Smith pointed out that applications are due five business days prior to a regular meeting. Because Mr. Smith’s applications was not received by that time, nominations are now open until Tuesday (April 2nd) prior to the next regularly scheduled meeting. Ms. Fajardo will run another announcement in the newspaper.

3. VCCPG Standing Rules reviewed and recommendation vote taken on changes if needed, or keep the same (Smith).

Chairman Smith said this cannot be voted on tonight. Rather, everyone is to read and review ([See Attachment B](#)) and be ready to vote at the next meeting. He also pointed out his concerns on the subcommittee language. Many comments were made about various items including public notice rules, mixture of public and planning group members, application process, Robert Rules and posting subcommittee meetings (which audience member, David Ross - Editor of Roadrunner newspaper informed that subcommittees are bound by Brown Act), however, since a vote could not take place, Chairman Smith tabled the discussion and advised everyone to review and be ready to discuss and vote on next month.

4. Vote on members for North Village Subcommittee (Del Pilar)

Mr. Del Pilar explained his process of selecting the members via relationships, referrals and meetings. His recommendations for the subcommittee are Jon Vick, Jeana Boulos, Claire Collins, Vasu Vijayraghavan, Dorothy Kennedy and Rich Rudolph.

Motion: To approve these candidate to the North Village Subcommittee

Maker/Second: Del Pilar/Norwood

- | | |
|---------------------------|---------------------|
| Jeana Boulos - Y | Kathy MacKenzie - Y |
| William Del Pilar - Y | LaVonne Norwood - Y |
| Susan Fajardo - Y | Oliver Smith - Y |
| James Garritson - Y | Jon Vick - Y |
| Delores Chavez Harmes - Y | Kevin Smith - Y |
| Steve Hutchison - Y | Dina Gharmalkar - Y |
| Susan Janisch - Y | Renee Wolf - Y |
| Jennifer Lindley - Y | |

Motion Carries 15-0-0 (Y-N-Ab).

Chairman Smith requested that the North Village Subcommittee present an update on the status of the ARCO gas station with motion, if appropriate, at next meeting.

5. Meeting Updates:

- Next Regular Monthly VCCPG meeting: April 8, 2019.

2. Reports of VCCPG Subcommittees

a. Community Plan Update - (Steve Hutchison, Chair)

- After first meeting at high school, next public meeting will be this summer focusing on what residents want, and don't want.

b. Emergency Evacuation Subcommittee – (Delores Chavez-Harmes, Chair)

- Has meeting scheduled March 20. Docs are to be submitted to members and several tasks from Planning Department and Sheriff and Fire. Also inquired about mail distribution. Chairman Smith advised her the County determines how it is distributed (mail vs email) and Ms. Boulos confirmed she picks up the mail at the post office twice a week - and most of the time the box is empty.

c. Lilac Plaza – (LaVonne Norwood, Chair)

- Disbanded due to lack of work.

d. Lilac Hills Ranch – (Steve Hutchinson, Chair)

- Disbanded due to lack of work.

e. Member Training - (Oliver Smith, Chair)

- No other members.

f. Mobility – (Jon Vick, Chair)

- Attending CalTrans meeting tomorrow.

g. Nominations – (Susan Fajardo, Chair)

- Doesn't think a non-member of the VCCPG would want to be on her subcommittee.

h. North Village – (William Del Pilar, Chair)

- Set date for meeting and then move forward and do a Rite Aid review.

i. Parks & Rec. – (LaVonne Norwood, Chair)

- Still waiting on funding for Star Valley Park.

j. South Village – (Jon Vick, Chair)

- First meeting ended up being postponed as they didn't have a quorum.

k. Tribal Liaison – (Jeana Boulos, Chair)

- No updates.

l. Website – (Kathy MacKenzie, Chair)

- Had meeting in February. Website is basically done, just a little bit of tweaking needed.

3. Correspondence Received. (Smith) - (publicly available document from VCTA or the County)

To VCCPG Chair from San Diego PDS, Notice of Public Hearing 9AM February 27, 2019 at the County Administration Center, Room 310, 1600 Pacific Highway, San Diego, CA 92101 on the Zoning Ordinance Update No. 31 and County Code Amendments, Website:

<https://www.sandiegocounty.gov/content/sdc/pds/advance/ZongingCodeClean-Up.html>

- A. This is a request for the Board of Supervisors (Board) to consider and adopt Zoning Ordinance Update No. 31 and the associated County Code Amendments (Zoning Ordinance Update). On January 25, 2019, the Planning Commission voted to defer three items from the Zoning Ordinance Update Amendment: Item 4 - Section 3125 - Racing Pigeons, Item 9 - Section 6118 - Health Care Trailers; and County Code Amendment Item 1 - Regulatory Code Title 5 - Light Pollution and to return to the Planning Commission within a reasonable amount of time for further consideration. Prior to the Planning Commission meeting on January 25, 2019, PDS withdrew a portion of one of the changes to the County Code of Administrative Ordinances (Section 375.19). Staff contact for thee changes 858-495-5466 or tara.lieberman@sdcounty.ca.gov
- B. To VCCPG Chair from San Diego County Historic Site Board, Notice of Public Hearing 6:30 pm Feb. 25, 2019 at Public Hearing Chambers, 5520 Overland Avenue, San Diego, CA 92123.
 1. ELECTION OF HISTORIC SITE BOARD OFFICERS; Supervisor District - All
 - i. DESCRIPTION: Nominate and elect officers for the 2019 term.
 2. 2017 - 2018 CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT; Supervisor District - All
 - ii. DESCRIPTION: Review and make a recommendation regarding the submittal of the 2017-2018 CLG Annual Report to the Office of Historic Preservation. The Historic Site Board function is to act as an advisory body to the Planning Commission. Board of Supervisors, and the Director of Planning & Development Services. Decisions made by the Historic Site Board are in the form of a recommendation and are not the final decision.

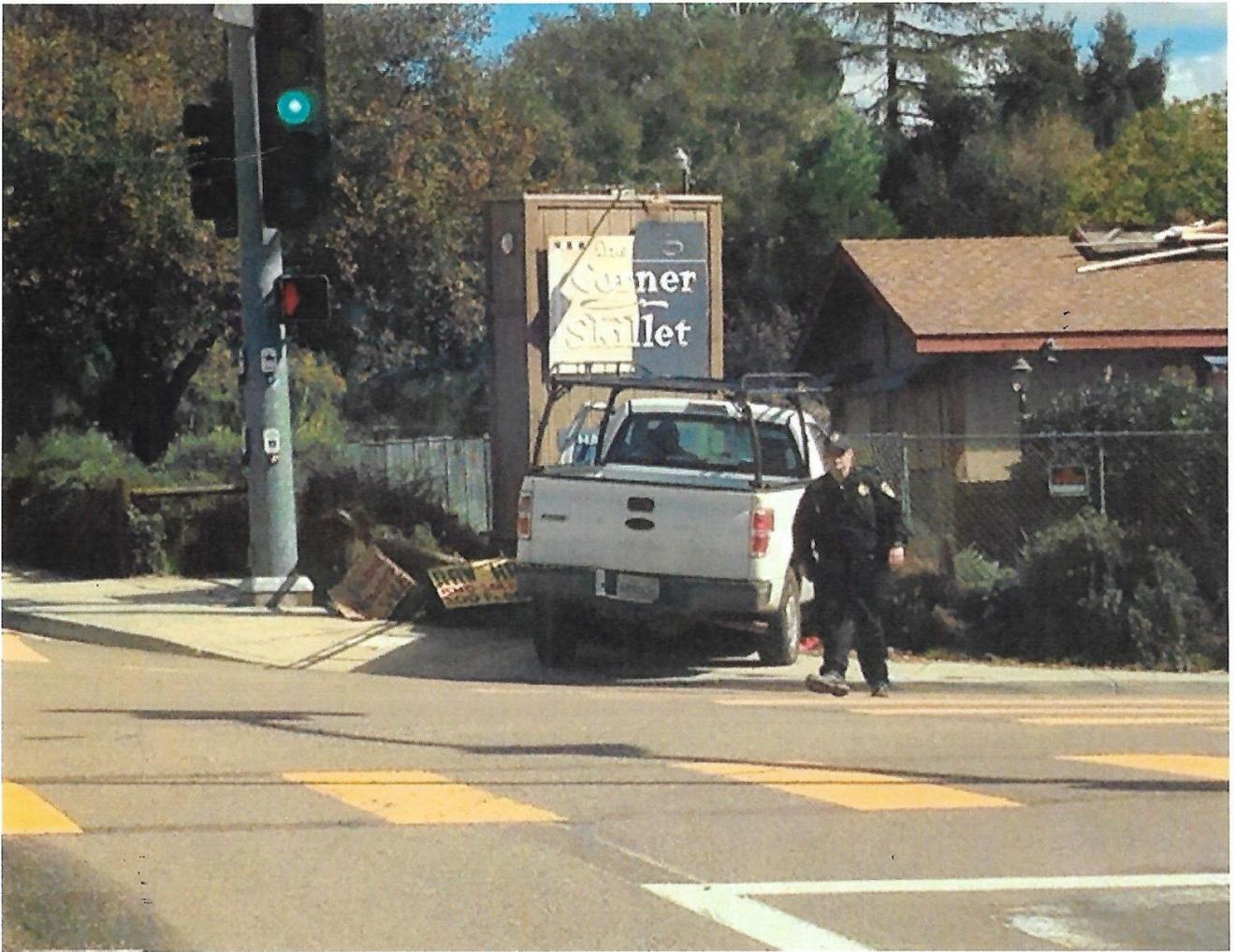
G. Adjournment

- Motion: Motion to adjourn.
- Maker/Second: Garritson / Janisch
- **Motion Carries 15-0-0 (Y-N-Ab).**
- The meeting adjourned at 8:35 p.m.
- Minutes were approved on Monday, April 8, 2019.

Kathy MacKenzie, Secretary

Attachments A, B

Attachment A



Attachment B

**VCCPG Standing Rules
[As Amended Nov. 14, 2005, Nov. 18, 2013
and February 9, 2015]**

ARTICLE I - PURPOSE AND AUTHORITY

Sections I-V: (As per County of San Diego Board of Supervisor's Policy I-1)

ARTICLE II - MEMBERSHIP

Sections I-III: (As per County of San Diego Board of Supervisor's Policy I-1)

Section IV, Vacancies: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the following VCCPG standing Rules additions.) The VCCPG Chairperson shall notify the PDS Department and the Clerk of the Board when a vacancy occurs (not later than 10 days following) and publicly post the Vacancy Announcement. The Nominations Subcommittee shall consist of three members that shall be elected in January each year, at the same meeting during which officer elections are conducted. The Nominations Subcommittee shall manage the process of filling vacancies to the VCCPG and to all other organizations on which the VCCPG is authorized or required to provide a representative (i.e. VC DRB, I-15 DRB). Should a vacancy be known in advance or when there is a scheduled vacancy, the Nominations Subcommittee Chairperson shall, with the concurrence and coordination of the VCCPG Chairperson, initiate the vacancy filling process in advance so as to reduce or eliminate the time a seat will be vacant.

MEETING 1—The VCCPG Chairperson shall officially announce any known vacancy(s) at the first Regular Meeting during which the vacancy is known (Meeting 1). If possible, vacancies shall be included in the preliminary and final agendas for that meeting.

INTERIM PERIOD BETWEEN MEETING 1 AND MEETING 2—The Nominations Subcommittee shall initiate public notification of any vacancy(s) in all appropriate venues (newspapers, websites, etc.) in order to maximize public awareness and participation. Public announcements shall begin as soon as possible after the official announcement of any vacancy(s) and shall continue without interruption until the next Regular Meeting (meeting 2). In order to assure prompt public notice, when a vacancy is known in advance, the Nominations Subcommittee may take action before an official vacancy announcement in order to ensure public notification begins promptly after the official announcement of any vacancy(s). Public notification shall include the vacancy(s) seat number(s), term of office, I-1 requirements, point of contact information for the Nominations Subcommittee and any other pertinent information. The Nominations Subcommittee shall specifically attempt to contact prior candidates, subcommittee members and other known persons who may be interested in serving.

The Nominations Subcommittee shall provide standardized application packages promptly to all persons who indicate an interest in serving. Packages should include:

- a. Welcoming letter,
- b. General information about the PG, vacancy process and candidate responsibilities,
- c. Nominations Subcommittee and VCCPG contact information,
- d. San Diego County Boards and Commissions Application form,
- e. Sample single page resume (long resumes are not desired or required).
- f. Standardized set of questions that candidates will be expected to address before the

Planning Group. (Questions should be general in nature and allow the Planning Group to assess the views of the candidates. Questions should deal with how the candidate views the Valley Center Community Plan, their current concerns and vision for the community and specific skills and experience the candidates possess.)

Prospective candidates must return completed application packages to the Nominations Subcommittee no later than five business days prior to the beginning of the second Regular Meeting (meeting 2)(i.e.

applications must be received by the Nominations Committee by 7:00 pm on Tuesday for a Regular Meeting on Monday evening). After receiving applications, the Nominations Subcommittee shall review the packages, obtain Registrar of Voters office verification that applicants are registered voters living in the Valley Center planning area, and then compile the list of qualified candidates and make copies of the application packages for VCCPG members.

Completed application packages must include:

- a. Completed county Boards and Commissions application form,
- b. Statement that the applicant is a registered voter in the planning area,
- c. Resume of qualifications, and
- d. Written responses to the standard set of questions.

MEETING 2—Candidate introductions shall be published in the agendas for the second Regular Meeting after a vacancy is announced. The Agenda shall be posted in at least two public places. The Nominations Subcommittee shall distribute copies of completed application packages for every qualified candidate to VCCPG members at that meeting and introduce the candidates to the VCCPG. The Nominations Subcommittee Chairperson shall make known to the VCCPG if any applications were not accepted along with the reasons for any such rejections. The VCCPG Chairperson shall allow each candidate to address the VCCPG. Candidates should answer the standard questions provided to them by the Nominations Subcommittee along with any other personal comments.

MEETING 3—The VCCPG Chairperson shall conduct elections at the third Regular Meeting after the subject vacancy(s) is announced (Meeting 3). By a majority vote of authorized members, the VCCPG may vote to extend scheduled deadlines or votes. In order to prevail, a candidate must receive a majority of votes of the authorized membership (8). If no candidate receives a majority of authorized votes, the candidate with the fewest votes shall be eliminated and another round of voting shall be conducted. Additional rounds of voting shall be conducted in like manner until a candidate prevails. Should two candidates tie for the fewest number of votes, an additional round of voting shall be conducted between those candidates in order to determine which candidate will be eliminated.

FOLLOW-UP—The Nominations Subcommittee shall retain applications and applicants will remain qualified candidates for a period of one year from the date of the latest vote in which the candidate participated. Any such candidate must provide a written statement of their intent to run for a specific vacancy to the Nominations Subcommittee prior to the beginning of the meeting at which the vote for that vacancy is scheduled. Such candidates may run for any vacancy on the VCCPG or to the other organizations on which the VCCPG is authorized or required to provide a representative. The VCCPG Chairperson will promptly forward the name of prevailing candidates to the county Board of Supervisors for their approval. Board-approved nominees assume their seats upon completion of required training courses.

[Approved 11-14-2005 and February 9, 2015]

ARTICLE III - DUTIES

Section: I (As per County of San Diego Board of Supervisor's Policy I-1)

Section: II (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG standing Rules.)

The Planning Group member assigned to report on an agenda item shall notify the project proponent that the project will be on the agenda, and notify the Chairperson that the item is ready for consideration. If the project proponent is not present when the matter is considered, the item may be continued until the proponent is present to answer questions.

Whenever Members identify themselves as members of the VCCPG, they shall immediately state whether they are acting for the group, as an individual member, or as a private citizen. If statements or conduct are not in accordance with the requirements of Board Policies I-1 and I-1A, members may be held personally liable.

Planning Group recommendations shall focus on: Completeness and accuracy of the Project Description; Compatibility with Community Character; Consistency with the Community Plan; Consistency with the County General Plan and applicable zoning regulations; and Concerns with the Project's environmental impacts. Minority opinions may also be provided, but must be declared at the time of the vote, must be sent to the Secretary to accompany the Majority recommendations to staff, and must include a statement identifying which members support the Minority opinion.

[Approved February 9, 2015]

Section: III - IV (As per County of San Diego Board of Supervisor's Policy I-1)

ARTICLE IV - OFFICERS

Section I: (As per County of San Diego Board of Supervisor's Policy I-1)

Section II: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the following VCCPG standing Rules.)

The annual election of officers shall be at the January Regular meeting. When no names are placed in nominations for any office of the VCCPG and no one accepting nominations from the floor, selection will be made by lot, with past officers determining their willingness to serve again, if called. Each member of the VCCPG shall plan to serve one 6 month period in office, if an unfilled vacancy was filled by lot.

Whenever the majority of the authorized membership approves a motion for a special election of officer(s) (due to recall, resignation, etc.), the election shall be held at the next regular meeting.

Section III - V: (As per County of San Diego Board of Supervisor's Policy I-1.)

Sections VI: (As per County of San Diego Board of Supervisor's Policy I-1)

ARTICLE V - SUBCOMMITTEES

Section I-II: (As per County of San Diego Board of Supervisor's Policy I-1)

Section III: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the following VCCPG standing Rules.)

A Subcommittee may be formed or abolished, at any time, by a majority vote of the VCCPG. The purpose and scope of activities of each subcommittee shall be established by the VCCPG upon creation of the subcommittee. The major purpose of a Subcommittee is to gather pertinent information relative to the committee's stated purpose, study it, and make recommendations to the VCCPG based on said information.

Membership on Subcommittees is open to all interested residents, including volunteers who reside outside of the planning area, but and requires nomination by a VCCPG member and a majority vote from the VCCPG. To maximize public participation Non-planning area residents members of the VCCPG shall not exceed fifty percent of total subcommittee membership. Membership may be lost by three (3) consecutive absences, unless the member notifies the Subcommittee chairperson and is excused by the Chair in advance of each meeting. At the next VCCPG meeting removal would be by majority vote.

The Chairperson of each subcommittee shall present a copy of VCCPG's Standing Rules and applicable portions of I-1 to each subcommittee member, prior to commencement of the first subcommittee meeting.

The Chair of the Subcommittee shall make a presentation to the VCCPG quarterly, or more frequently as necessary. The Chair of each Subcommittee shall include within the Subcommittee's report to the VCCPG a record of all votes cast, including which VCCPG members disqualified themselves from participating because of conflict of interest, as required by Board Policy I-1 and I-1A. Any member may file a minority report. No recommendations by a Subcommittee shall be construed as binding or as the official position of the VCCPG.

[Approved 11-14-2005 and February 9, 2015]

~~Section IV: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG standing Rules.)~~

Section IV: When time permits, Subcommittee meetings should be announced at regular VCCPG meetings to maximize public participation. Relevant project proponents should be notified at least one week prior to the meeting. The Subcommittee Chairperson shall cause to be posted a meeting Notice and Agenda, outside the meeting place, not less than 24-72 hours prior to the meeting. There can be no discussion of or action on matters not on the agenda.

[Approved with consolidation of Sections VI-XIV, 10-0 3/8/04]

ARTICLE VI - ORGANIZATION PROCEDURES

Section I: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG standing Rules.)

Section I: Robert's Rules of Order (then current version) shall serve as the rules of order for the VCCPG for those procedures not specified by Policy I-1. When conflicts arise, the order of precedence shall be:

1. Policy I-1
2. Standing Rules
3. Robert's Rules of Order

[Approved 14-0 1/12/04]

Section II: (As per County of San Diego Board of Supervisor's Policy I-1)

Section III: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG standing Rules.)

Members shall advise the Chairperson of their anticipated absence from any meeting (regular or special), and provide as much advance notice as reasonably possible under the circumstances causing the absence.

Any member who misses three (3) regular meetings in any one (1) calendar year shall forfeit his/her membership. The Chairperson shall place such forfeiture on the agenda for the next succeeding meeting of the VCCPG, when it shall be acknowledged, and a vacancy declared, by majority of the remaining authorized membership. However, if the member demonstrates good cause for any of the three absences, the forfeiture and vacancy may be waived, by a majority vote of the remaining authorized membership of the Planning Group. This waiver for cause may only be granted twice (2) to any member in any calendar year.

Any member who misses five (5) regular meetings in one (1) calendar year (with or without cause) shall forfeit his/her membership, without the right to request a waiver, nor may the majority of the remaining authorized membership waive recognition of forfeiture for cause.

For the purposes of this rule, an absence is defined as non-attendance or attendance at less than two-thirds (2/3) of a regular meeting (as shown by beginning and ending times recorded in the minutes).

[Approved 14-0 1/12/04]

Section IV: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG standing Rules.)

Section IV: All regular meeting of the VCCPG shall be held on the 2nd Monday of each month beginning at 7:00 PM and terminating not later than 10:00 PM. However, the meeting may be extended to not later than 11 PM, by majority vote of the authorized membership prior to 10 PM.

Special (i.e., other than regular) meetings may be called by the Chairperson, or by a majority of the members of the Planning Group. The Chairperson (or majority) shall give Notice (including the Agenda) to every member via mail, email or personal delivery; and shall cause to be posted outside the meeting place a meeting Notice and Agenda; all not less than 24 hours prior to the meeting, and otherwise as required by the Brown Act. There can be no discussion of or action on matters not on the Agenda.

The agenda for every meeting (regular or special) shall contain an item allowing consideration of requests for items to be placed on the next meeting's agenda by VCCPG members or the public. If made by a member of the public (e.g., during the "Public Forum" portion of the Agenda), the Chair shall state whether the request is granted or not. If denied by the Chair, the VCCPG may by a majority vote require the Chairperson to place the matter on the next meeting agenda. If made by a member of the VCCPG, the Chairperson shall acknowledge the request, and shall place the matter, as requested, on the next meeting agenda.

[Approved 14-0 1/12/04 and 10-0 11/18/13]

Sections V-X: (As per County of San Diego Board of Supervisor's Policy I-1)

Sections V-X: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG standing Rules.)

To ensure orderly and productive meetings, interruptions cannot be tolerated and no person shall speak until recognized by the chair. Modification of meeting format is at the discretion of the chair. For Land Use items the following is the suggested order of testimony:

1. Applicant testimony (15 minutes maximum)*
2. VCCPG member report
3. Staff or Subcommittee report
4. VCCPG Member questions/comments
5. Public testimony (3 minutes/speaker)*
 - Proponents first followed by Opponents
 - Rebuttal is at the discretion of the applicant.
6. Discussion and action/vote of the VCCPG

* Note, these are nominal time limits which may be modified at the discretion of the chair.

E.g., the Chair may require or allow donation or transfer of time from others in order to extend the time limit of a particular speaker, to encourage a more concise group presentation.

[Approved 14-0 1/12/04]

Section XI: Amendments: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the following VCCPG standing Rules additions.)

These Standing Rules shall supersede previous documents or actions of the VCCPG, and may be amended from time to time. Voting shall not take place until the meeting following the regular meeting at which any amendment is proposed.

~~[Approved 14-0-1/12/04 with revision and relocation of sections X-XIII to IV, X, and XI]~~