

Valley Center Community Planning Group

Minutes for a regular meeting held on April 8, 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 13 members present and 1 seat vacancy.

Jeana Boulos - P

Steve Hutchison - P

Jon Vick - A

William Del Pilar - P

Susan Janisch - P

Kevin Smith - P

Susan Fajardo - P

Kathy MacKenzie - P

Dina Gharmalkar - P

James Garritson - P

LaVonne Norwood - P

Renee Wolf - P

Delores Chavez Harmes-P

Oliver Smith - P

B. Pledge of Allegiance - Mr. Kevin Smith

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

- Motion: To approve the March 11, 2019 Minutes.
- Maker/Second: Garritson/Del Pilar
- **Motion Carries 13-0-0 (Y-N-Ab).**

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

- Steve Hutchison shared update on the Revitalization Committees per his discussion with Shanna Richardson of Supervisor Desmond's office. The purpose of forming these committees in unincorporated areas of the County is to address items not covered by planning committees or would not be addressed at the county level. Things to do with anything other than land use. For example, potholes, crumbling curbs, having a senior center, etc. These committees will not be in competition with Planning

Groups. The meeting about the Revitalization Committee for Valley Center is slated to be on *August 20, 2019 between 10 a.m. and noon.*

E. Action items

1. *Presentation by Joaquin Aganza, President of the Friends of Hellhole Canyon Open Space Preserve about Community Certified Wildlife Habitats. This opportunity is to make VC a Community Certified Wildlife Habitat, such as Alpine, CA has done, to provide our wildlife with a place to thrive and thus make VC an even better place to live. (Vick).*

- Currently the preserve has approximately 600 acres and the Friends of Hellhole Canyon (FHC) are working to acquire 125 more acres to have a continuous area for wildlife to move from Rancho Guejito through Valley Center down to Pauma Valley. The Friends of Hellhole Canyon support the preservation and responsible recreation of the Hellhole Canyon Open Space Preserve and has partnered with the National Wildlife Foundation to certify Valley Center, California as a National Wildlife Community. 150 points are needed to have Valley Center designated as a Wildlife Habitat. Currently there are 70 points. FHC is urging the residents of Valley Center to fill out the online survey (<https://www.nwf.org/certifiedwildlifehabitat>) to get their property designated (\$20 fee).
- Kevin Smith inquired about points. Mr. Aganza reiterated that VC only needs 150 points, or only 80 more, and these come from private residents as well as public institutions. To be awarded designation is pride of ownership and support of our rich wildlife.
- Dee Chavez Harmes asked about future restrictions to the property if certified a designated wildlife habitat. Mr. Aganza responded there are no restrictions. Rather it is an honor and is all about attracting more wildlife to come through our area.
- James Garritson wanted to know if there would be any issues when selling a home with this designation. Mr. Aganza said this is not a restrictive certification, it is about education and being conscious of the wildlife.
- Mr. Garritson further inquired about carbon affects and taxes. Mr. Del Pilar said, although that's a good question, it is a political issue and this is not the forum for that discussion.
- Steve Hutchison asked Mr. Aganza if he's talked with Lilac School. Mr. Aganza had not, but thanked Mr. Hutchison and will get further information on what the school is doing and plan on meeting with them.

2. *Discuss and possible vote on the VC Community Identifiation and Traffic Calming Gateway, presented by Claire Collins (Vick).*

- Ms. Collins advised she is a member of the South Village Subcommittee and has been spearheading the VC Gateway - using her own funds to set up the 501 (c3,) non-profit status, reaching out to potential investors to fund the gateway. The idea behind the

gateway is to use it not only as a welcome sign and community identification, but also as a traffic calming tool to reduce accidents on Valley Center Road.

- Ms. Collins shared she has met with the County and said they are very concerned about the traffic accidents and likes the idea and has asked the VCCPG to decide if they wish to recommend including the Valley Center Gateway for Community Identification and Traffic Calming in the Traffic Calming Corridor Study being conducted by the county.
- Mr. Garritson asked if this project was still being privately funded. Ms. Collins responded that everything goes through the Public Works, no matter who finances. However, yes, she is working to collect private funding.
- Mr. Kevin Smith inquired as to the hoped-for goal. Ms. Collins responded it was to slow down traffic coming from the grade, as well as create a welcome to the community.
- Mr. Hutchison pointed out that rather than having this project looked at independently, by including it in the corridor study, a study looking at many options to slow traffic on Valley Center Road between Woods Valley and Cole Grade Road, it will be completed faster.
- Ms. Fajardo also inquired about the funding for the project. Ms. Collins shared she is still working to get contributions. Although the county likes the project and is willing to look into it, it is not paying for it. This way the project is less bureaucratic and reduces red tape.
- Mr. Del Pilar supported Ms. Collins by saying she is saving money through her time and meetings with the County and obtaining their support.
- **Motion: To move to approve inclusion of the Valley Center Gateway for Community Identification and Traffic Calming in the County's Safety Corridor Study**
- **Maker/Second: Boulos/Del Pilar**
- **Motion Carries 13-0-0 (Y-N-Ab).**

3. *Nonvoting: Member update on the LDC Development meeting held at the Middle School on March 21, 2019 (Smith)*

- Five members of the VCCPG attended this event put on by the County to receive community input on the topic of changing zoning to increase efficiency and speed.
- Chair Smith felt the County has an agenda of where they want to go and thought if questions were asked that went against that agenda, the response was to contact the county complaint groups - the groups that can't or won't come to Valley Center, therefore, it won't do us any good, because things won't get fixed.
- Ms. Norwood felt this meeting was very similar to the other meeting held at the high school in February that also wanted public input on general plan changes.
- Mr. Hutchison believes this may be a result of red tape from changes made years ago and the County is now looking for a way to make it easier for developers. For example, in years past, the VCCPG was notified of and reviewed any changes in grading over 200 yards, now that has been changed to 3000 cubic yards before the matter comes before to the VCCPG. Local agencies are not notified. The idea was to let local owners do what they want to do.

But, VCCPG doesn't have the opportunity to review or know what's going on.

- Mr. Garritson agreed by saying the red tape bureaucracy is out of control, which has led to the excessive housing costs.
- Mr. Kevin Smith said his take-away from the meeting is not negative. Rather, he didn't understand what the county was trying to achieve. What is the county going to do with the information/input they received?
- Mr. Gharmalker didn't hear about the goals of the meeting. Is it cheaper housing? Is it restrictions?
- Mr. Kevin Smith shared the county is mandated by the state to increase housing. This meeting is part of a 2-year process.
- Mr. Del Pilar shared information on the SB35 regarding new housing laws and the pressure to build more, so that could result in more housing-friendly laws.
- Audience member, Dorothy Kennedy, asks what can we do?
- Ms. Chavez-Harmes reminds everyone that the housing developments have been in the County's General Plan for over 30 years. There have been recent updates added/amended, however, the general plan has always included utilities, roads and housing and it is not new. The development had been identified to take place at a certain time and place. The infrastructure (sewers, etc.) is now being installed and then comes building. Recent homebuyers should have been notified through disclosures statements during the home purchase process as well as conducted their own due diligence by researching the county's general plan. Doing so would have eliminated any surprise when development begins or how it is going to impact their property.
- Mr. Hutchison agrees a lot has been in place since 2011. However, we need to be aware of changes to zoning in the general plan. Projects like Lilac Hills Ranch was not part of the general plan, it didn't fit into the plan and shouldn't go forward as a result, because that requires an exception to the general plan and the voters did not approve.
- Chairman Smith said the results of the input received at the meeting will be shared by the County. He doesn't know when, however.
- Ms. Dorothy Kennedy (audience member) pointed out that the meeting had no discussion on infrastructure, or the changes like the grading. Grading can be very important as it can result in damage to surrounding properties if not done properly.
- Ms. Janisch felt the illustration boards around the room didn't look anything like Valley Center. They were urban, not country.

4. *Nonvoting: Member update on the Valley Center Road Corridor Study held at the Middle School on March 12, 2019 (Smith)*

- Five members of the VCCPG attended this event put on by the County to receive updates on the Valley Center Road Corridor Study.
- Mr. Kevin Smith felt the county was generally interested in community input.
- Mr. Hutchison was favorably impressed, though the meeting was not what he had expected. He had expected updates, but instead the county had broken the study area into small

maps/photos and wanted ideas from community. He is confident that Kevin Johnston in Advance Planning will come up with a good second meeting about implementing ideas. Mr. Hutchison believes this is our best shot with the county.

- Ms. Fajardo enjoyed the interactiveness of the meeting.
- Chairman Smith found the questions lopsided. He felt the county was wanting to focus on other modes of transportation, in place of automobiles. Yet 90% of the people who attended arrived by driving their vehicles. The questions asked were presented in a way to get the answers the county wanted. County is focusing light on Valley Center and benefits for Valley Center, maybe we can help guide what comes.
- Mr. Kevin Smith shared some recent stats: The average speed on Valley Center Road during OFF-hours ranges between 54 and 60 mph; 75% of accidents on Valley Center Road are due to high rate of speed; half are due to left turns. He felt the county was just wanting some feedback.
- Chairman Smith advised the group the county should supply the info on feedback received...sometime, but doesn't know when.

F. Group Business

1. *Email Signatures*

Chairman Smith reminded VCCPG to be aware of their signatures and to not promote their businesses. It's advisable to create an email address specifically for VCCPG business. In any case, keep business neutral. Ms Chavez Harmes suggested emails other than official VCCPG business to the board be sent BCC rather than showing everyone's email address. There have been many times where a board member and/or community member is promoting a meeting or event and blasting distribution lists publicly. Chairman Smith pointed out that as members of the VCCPG the email address we supplied is public information. Ms. Chavez Harmes clarified her statement, saying not VCCPG items, but other emails received. Chairman Smith further stated that anyone on VCCPG can send info to everyone on the board, however, there can be NO discussion on material sent until at the meeting.

2. *Opening for VCDRB vacancy cause by resignation of Seat 13, Jennifer Lindley (Fajardo).*

Chairman Smith announced Seat 13 is now open due to Jennifer Lindley's resignation.

3. *Candidate application acceptance for the VCCPG vacant seat #13, term expiring in January 2021 (Fajardo)*

Two applications were received: Lisa Adams and Anthony Ramirez. Both candidates were present to answer the group's questions. Lisa Adams has introduced herself to the board a few months ago. Mr. Del Pilar asked her why she wanted to be on both the VCCPG and the DRB? Ms. Adams said she has the time and experience and wants to help control growth and development. Chairman Smith pointed out that there is no rule that prevents Ms. Adams from being on both boards. Mr. Ramirez introduces

himself and shares that he owns land in Valley Center and is building a home, but currently lives in Newport Beach. Chairman Smith explains that if the VCCPG was a sponsor group, that would be fine. However, to be on the Planning Group, all members must be residents. Therefore, Mr. Ramirez is encouraged to re-apply once he is living in Valley Center.

4. VCCPG Standing Rules reviewed and recommendation vote taken on changes if needed, or keep the same (Smith) [See Attachment A].

- Mr. Kevin Smith has changes. Chairman Smith said he did not receive those changes. Mr. Smith said he wasn't clear on what he could communicate to chair. Chairman Smith said as long as only to the chair, that doesn't violate the Brown Act because it is not a quorum.
- Mr. Hutchinson said he had an issue with the words used under Article II (Membership), specifically "shall" he'd like to use "should" for the nominations subcommittee, since there are only two people on that subcommittee. Mr. Hutchinson also explained that these standing rules can be more stringent than Policy I-1. This is action the VCCPG did in 2015 and it's reviewed every 4-5 years. The goal is to better define what subcommittee rules/guidelines are.
- Chairman Smith is not pleased. Everyone should have gotten their changes to him, but none were received. Now several members want changes.
- Ms. Chaves Harmes agrees with Mr. Kevin Smith as she has concerns with conflicts within the documents. She suggests this vote be tabled until next meeting allowing time on the May agenda for discussion on revisions to the standing rules. The efficiency of having everyone's input at the same time would prevent us from going back to the drawing board one more time and alleviating further work on the part of the Chair. The time spent on discussing standing rules will allow for collaborative input without having to repeatedly update remarks from board members as they come in individually.
- Chairman Smith would like to see discrepancies. However, doing so makes the clock reset and delays the vote. Therefore, this cannot be voted on tonight.
- Chairman Smith instructs all members to send input (changes/opinions) on the document. Once he gathers it all, he'll put together a new redline that will be sent to all members. Everyone should review this new redline and come ready to discuss what we'd like to see and possibly vote on at the next meeting.

5. Candidate application acceptance for vacancy on the Valley Center Design Review Board, Seat #2 with a term of 5 years (Fajardo).

Kevin Smith has applied for the DRB opening to be nominated by the VCCPG. His was the only application received, so voting will be at next month's meeting to submit Mr. Smith as the VCCPG's nominee for the DRB seat. Chairman Smith mentioned that the DRB prefers people with engineering, agricultural, architectural, biology, and other backgrounds that can be used in this role. Mr. Kevin Smith said he had no professional training or experience, however, he did have personal experience. Mr. Del Pilar said

although the group would “like” those backgrounds, it is not necessarily what they get. Ambitious people who are eager to learn would do well and Mr. Del Pilar believes Mr. Kevin Smith falls into that category. Mr. Garritson agrees with Mr. Del Pilar. Mr. Hutchison expanded saying what the county prefers is to create boards with people who understand the language. By knowing the lingo and accumens, members won’t get snowed into voting on something, only to learn later what they thought they were voting on is not the case at all. It’s happened before. Chairman Smith said the vote to make the recommendation will be at the May 14th meeting. The County Board of Supervisors has the final say on who is seated on the DRB. That decision usually takes a few weeks.

6. Reimbursement vote for the website URL (www.ValleyCenterPlanningGroup.com) incurred by Kathy MacKenzie.

A \$12 fee was incurred to purchase a URL to make the Planning Group Website go live on the internet. Ms. MacKenzie submitted the Request for Supplies and Reimbursement of Authorized Expenditures along with the receipt.

Motion: To approve reimbursement for the URL

Maker/Second: Chavez Harmes/Del Pilar

Motion Carries 13-0-0 (Y-N-Ab).

7. Meeting Updates:

- Next Regular Monthly VCCPG meeting: May 14, 2019.

G. Reports of VCCPG Subcommittees

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

- No updates.

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

- No updates.

c. Member Training - (Oliver Smith, Chair)

- No updates.

d. Mobility – (Jon Vick, Chair)

- No updates.

e. Nominations – (Susan Fajardo, Chair)

- Previously discussed in Group Business Action Items 2, 4.

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

- No updates.

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

- No updates.

h. South Village – (Jon Vick, Chair)

- Due to Jennifer Lindley’s resignation, another member must be assigned to fill her seat on the subcommittee. Judith Shazi has been recommended.
- **Motion: To appoint Judith Shazi to the South Village Subcommittee**
- **Maker/Second: Chairman Smith/Mr. Hutchison**

- **Motion Carries 13-0-0 (Y-N-Ab).**
- i. Tribal Liaison – (Jeana Boulos, Chair)**
 - No updates.
- j. Website – (Kathy MacKenzie, Chair)**
 - Website is live.

H. Correspondence Received for the April 8, 2019 Meeting

1. To Planning Commission from Mark Wardlaw, Director of Planning & Development Services. Subject is Public Health Position Statement on Human Health Effects of Wind Turbines. Department Report Item H. Website:

<https://www.sandiegocounty.gov/content/sdc/pds/ordamend.html>

The purpose of this Department report is for the Planning Commission to receive the Health and Human Services Agency (HHS) 2019 Public Health Position Statement on Human Health Effects of Wind Turbines (2019 Public Health Position Statement). Planning & Development Services (PDS) and HHS will present on the 2019 Public Health Position Statement to the Planning Commission on March 22, 2019. The 2019 Public Health Position Statement (attached) has not changed from the email transmittal on February 26, 2019.

2. Final Agenda for San Diego County Planning Commission, Friday March 22, 2019, 9:00 AM. COC Conference Center Hearing Room. 5520 Overland Avenue, San Diego, CA.
3. To Planning Commission from Mark Wardlaw, Director of Planning & Development Services. Subject is Notice of Preliminary Decision of the Director of Planning & Development Services (Director) to extend the period of time (Time Extension) for the Rabbit Run Tentative Map (TM 5478) to allow completion of the Final Map. The Time Extension does not propose any changes or revisions to TM 5478 or to the conditions in the Resolution of Approval. PDS2018-TM-5478TE
4. To VCCPG Chair from Jessica Turner, Planning & Development Services. Subject is A Board of Supervisors hearing was held on February 27, 2019 at the County Administration Center Chambers, 1600 Pacific Highway, San Diego, CA, 92101 for the Zoning Ordinance Clean-Up.

The table attached includes a summary of the actions that were taken by the Board of Supervisors. Several of the Zoning Clean-Up items were adopted per staff recommendation, while others were referred back to staff.

Staff will continue to provide project updates as they become available, through the stakeholder email list and through the project web page at

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

For any questions, please contact Tara Lieberman | PDS.AdvancePlanning@sdcounty.ca.gov (project email address) | (858) 495-5466 (project phone line).

5. Industrial Hemp Cultivation Program Registration Outreach Event Flyer. Dinna Morris | Deputy Agricultural Commissioner | Department of Agriculture, Weights and Measures | County of San Diego | 858-614-7786 | AgStandards.AWM@sdcounty.ca.gov
6. Email from Jon Vick, South Village Subcommittee Chair, regarding Project PDS2017-STP-17-037, Liberty Bell Plaza. Waiting for current status of Scoping Letter and copies of the Traffic and Storm Water Studies from the County.
7. To VCCPG Chair from County of San Diego PDS, regarding project PDS2015-STP-15-025, Village Station from Lee P. Vance, Vance and Associates, 224 Seeman Dr, Encinitas, CA 92024, 760-436-4593, vanceplan@cox.net. Planner is Michelle Chan, SDPDS, 5510 Overland Drive, San Diego, CA 92123. Subject is response to Scoping Letter dated November 24, 2015 and completed revisions to Site Plan, Landscape Plan and Technical Studies.

I. Adjournment

- Motion: Motion to adjourn.
- Maker/Second: Boulos/ MacKenzie
- **Motion Carries 13-0-0 (Y-N-Ab).**
- The meeting adjourned at 8:50 p.m.
- Minutes were approved on May 13, 2019

Kathy MacKenzie, Secretary

Attachments A

Attachment A

**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]~~



Attachment B