

## PDS/DPW PROJECT ISSUE RESOLUTION FORM

**UPON COMPLETION FAX TO: (858) 694-2555 ATTN: Cecilia Caballes, Phone: (858) 694-3817**

**PURPOSE:** To provide land use permit/entitlement applicants an opportunity to quickly and inexpensively have project issues that they have not been able to resolve with project staff considered by senior County management.

**LIMITATIONS:** This process will not reconsider final decisions (including appeals) or recommendations made by the Director or any other formal County of San Diego decision-making body. Furthermore, this process does not replace any other appeal mechanisms such as CEQA determinations, or administrative appeals but may be used to augment these processes. This process is not available for project opponents or for code enforcement issues as the existing process allows for public input as part of the decision/hearing process and for appeals of code enforcement issues. Lastly, decisions resulting from this process will not be binding on any County Decision-Maker including the Directors of PDS/DPW.

**SCHEDULING AND LOCATION:** Conferences will occur every Thursday afternoon at the PDS Office located at 5510 Overland Avenue, San Diego, CA 92123. Upon submittal of this form you will be notified of the specific meeting time.

**COSTS:** Charges will be made in accordance with the PDS and DPW fee ordinances. In general, for land use applications with a deposit account, project level staff will charge the applicant's trust account but management and the secretaries will not. Project staff time charged will be minimized.

**DATE:**

**PROJECT NUMBER:**

**PROJECT NAME:**

**APPLICANT'S POINT OF CONTACT NAME:**

**APPLICANT'S POINT OF CONTACT PHONE:**

**APPLICANT CHOOSES TO PRESENT FIRST AT THE PIR:**

YES  NO

The applicant has the option to choose between presenting their case first, or presenting their case after the Staff presentation, at the PIR.

**WILL AN APPLICANT'S ATTORNEY ATTEND?**

YES  NO

Be aware that PDS Policy requires that a Deputy County Counsel attend meetings where an outside attorney is present and legal issues will be discussed. County Counsel hourly rates are \$211.00 in accordance with PDS fee ordinances. If you check the "Yes" box, above, change your mind and fail to notify PDS that you will not bring an attorney, County Counsel charges for preparation and travel (generally 1-2 hours) will still be applied.

**HAVE YOU TRIED TO RESOLVE LISTED ISSUES WITH STAFF?**  YES  NO

**NOTE:** Except for issues regarding customer service, there must be an effort by the applicant to resolve the issue with County project staff before consideration under this process. Contact your County Project Manager if you have questions.

**ISSUE(S) TO BE CONSIDERED:** Please list the issue(s) to be discussed at the conference. Please present your issue(s) in a thorough, clear, concise and fact-based manner. Each project will generally be limited to no more than 30 minutes unless there are extenuating circumstances. Management will only consider the issue(s) specifically listed below. (Attach additional sheets as necessary)

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