

## Transmittal

To	City of San Diego Development Services Department	Page	1
CC	Marc Cass, County of San Diego Department of General Services		
Subject	Mt. Etna Clairemont Mesa Community Plan Amendment and Rezone (Community Plan Amendment Initiation)		
From	Yara Fisher, AECOM		
Date	August 24, 2018		

To Whom It May Concern,

The County of San Diego (County) is interested in facilitating the development of new affordable homes in the region. The County owns a "surplus" site, located at 5255 Mount Etna Drive in the Clairemont Mesa community. The property was acquired by the County in 1989 and has been used by the Sheriff's Criminal Investigations Division as the "Crime Lab" since 1994. The Crime Lab will be decommissioned when a new crime laboratory at the County Operations Center is ready for occupancy in fall 2018. The site will be vacant and available for redevelopment after the move is completed.

As discussed in the County's Request for Proposals, the County intends to facilitate the redevelopment of the site as multi-family homes with at least 50 percent of the homes dedicated as affordable for 99 years. The development could also include supportive services as appropriate to the targeted populations. The County is currently in the process of selecting a developer; therefore, the specifics of the future development are unknown and no development application is proposed at this time. The County is scheduled to choose a developer for the site in fall 2018. This Community Plan Amendment application is intended to facilitate the entitlement process and reduce costs normally borne by the developer.

Attached are documents required per the City of San Diego Development Services' Land Development Manual, Project Submittal Requirements, Section 6, Policy Reviews, dated January 2017. All required documents have been submitted in hard copy form (2 copies of each document).

- A. Letter of Initiation
- B. General Application Package
  - a. General Application (DS-3032)
  - b. Deposit Account/Financially Responsible Party Form (DS-3242)
  - c. Proof of Ownership/Legal Lot Status
  - d. Assessor's Map Page
- C. Deposit Account in the sum of \$12,581.57.

Please contact me with any questions.

Best Regards,  
Yara Fisher, AICP  
Principal Planner  
D 619-610-7794  
yara.fisher@aecom.com  
AECOM

August 24, 2018

Ms. Michelle Sokolowski, Deputy Director  
City of San Diego Development Services Department  
Project Submittal and Management Division  
1222 First Avenue  
San Diego, California 92101

**Subject: County of San Diego Crime Lab Property – Initiation Letter Request for Clairemont Mesa Community Plan Amendment and Rezone**

Dear Ms. Sokolowski,

The County of San Diego (County) Department of General Services is pleased to submit this letter request to initiate an amendment to the Clairemont Mesa Community Plan (Community Plan) and rezone. We have reviewed the General Plan Land Use Policy LU-D.10 in the preparation of this Initiation Letter. As a result, our letter addresses the following three criteria of LU-D.10:

- The amendment request appears to be consistent with the goals and policies of the General Plan and community plan and any community plan specific amendment criteria;
- The proposed amendment provides additional public benefit to the community as compared to the existing land use designation; and
- Public facilities appear to be available to serve the proposed increase in density/intensity, or their provision will be addressed as a component of the amendment process.

**Background and Description**

Initiation of a Community Plan Amendment (amendment) is being requested to facilitate redevelopment of a surplus County-owned parcel in the City of San Diego. Consistent with the goals discussed in the June 21, 2018 City of San Diego Planning Commission Housing Workshop, the Community Plan amendment would provide a site for affordable homes by reducing existing barriers to production and taking advantage of affordable housing incentives. By pursuing a Community Plan Amendment, completing environmental review, and demolishing the existing facilities on-site, the County as a public agency is preparing the site for redevelopment. These efforts increase the feasibility of providing affordable homes in the region by lowering developer costs typically associated with these activities.

The site is a 4.09 acre property located in the northwest corner of the intersection of Balboa Avenue and Genesee Avenue in the Clairemont Mesa area of the City of San Diego. The site is bounded by existing retail and commercial office development on the south, an San Diego Gas and Electric (SDG&E) easement and existing single family residential on the west, Mt. Etna Drive on the north, and Genesee Avenue and existing retail commercial development on the east. Regional access is from Interstate 5 to the west, State Route 52 to the north, and Interstate 805 to the east. Regional access is also provided by Metropolitan Transit System

(MTS) Bus Routes 27 and 41. Route 27 travels from Kearny Mesa to Pacific Beach with a stop at the intersection of Balboa Avenue and Genesee Avenue and Route 41 travels from La Jolla/University of California, San Diego to Fashion Valley with a stop at the intersection of Mt. Etna and Genesee Avenue. The site is located within a designated transit priority area (TPA).

The property was acquired by the County in 1989 and has been used by the Sheriff's Criminal Investigations Division as the "Crime Lab" since 1994. The Crime Lab will be decommissioned when a new crime laboratory at the County Operations Center is ready for occupancy in fall 2018. The site will be vacant and available for redevelopment under current zoning after the move is completed. The site includes a one-story building approximately 66,000 square feet in size and a two-story building approximately 36,000 square feet in size. Originally, the site was developed and operated as the Clairemont Community Hospital, which is how the site is referred to in the current Community Plan. The Community Plan designates the site as commercial and permits only commercial uses using the Community Core Community Plan Implementation Overlay Zone (CPIOZ), with an allowance for affordable housing, infill development, or a sustainable building.

An amendment to the Community Plan is being requested to change the site's land use designation from Commercial to Residential High (45-74 dwelling units per acre) to allow for redevelopment of the site. As discussed in the County's Request for Proposals, the County intends to redevelop the site as a multi-family residential development with at least 50 percent of the homes dedicated as affordable, which would include supportive services as appropriate to the targeted populations, and maintain affordability for 99 years. California Density Bonus Law provides for a density bonus for residential developments that include affordable homes. Under the California Density Bonus Law, cities and counties are obligated to grant a density bonus and other incentives or concessions for affordable homes that meet the requirements of the state law. The Residential High land use designation with potential use of the State density bonus would allow for up to a maximum of 454 total dwelling units on the site; however, maximum development of the site is unlikely. The County is currently in the process of selecting a developer; therefore, the specifics of the future development are unknown. The County is scheduled to choose a developer for the site in fall 2018.

Amending the Community Plan to allow for future affordable homes would require the removal of the commercial land use designation and Community Core CPIOZ. The California Density Bonus Law also provides for a waiver of specific local development regulations that would physically prevent affordable homes from being built. It is anticipated that the community-wide height restriction would be waived for this development as a result of the State regulations. Amending the Community Plan to allow residential at the site would position much needed affordable homes within a designated TPA and in proximity to well-established commercial uses and two bus routes.

## **Response to Criteria for Initiation of Amendments to Land Use Plans**

### **(1) The amendment request appears to be consistent with the goals and objectives of the General Plan and Community Plan and any community plan specific amendment criteria.**

The site is located in the Clairemont Mesa Community Plan Area. The proposed amendment is consistent with the applicable goals and objectives of the City of San Diego General Plan (General Plan). The proposed amendment is not consistent with the designated land use in the General Plan or the Community Plan, but is consistent with several overarching goals and objectives. Consistency with the goals and objectives of the General Plan and Community Plan are addressed below.

#### **General Plan Consistency**

The site is designated Commercial Employment, Retail, and Services in the General Plan. The overall objective of the proposed amendment is to change the existing land use designation to allow affordable homes in a designated TPA with well-established commercial uses and access to two bus routes nearby. The proposed amendment would be consistent with several other components of the General Plan as described below.

Land Use Element: The proposed amendment is consistent with the fundamental goal of the General Plan's City of Villages strategy to create mixed-use villages throughout the City connected by high-quality transit. A future residential development and the existing surrounding uses are a good example of the General Plan's "Urban Village Centers" concept, which are higher-density/intensity areas located in subregional employment districts that are characterized by a cluster of more intensive employment, residential, and commercial uses that maximize walkability and support transit. In addition, the site is within an area designated as having moderate to high village propensity. This means that the site is within an area that already exhibits village characteristics and has a propensity to develop as a village area (Figure LU-1).

The proposed amendment will help implement a number of City of Villages policies, including, without limitation: identifying potential village sites on vacant or underutilized sites that are outside of open space or community-plan designated single-family residential areas (LU-A.3); locating village sites where they can be served by existing or planned public facilities and services, including transit services (LU-A.4); providing a variety of housing types and sizes with varying levels of affordability in residential and village developments (LU-H.3); and providing a variety of different types of land uses within a community in order to offer opportunities for a diverse mix of uses (LU-H.7)

Strategic Framework: The proposed amendment would allow for affordable homes and complete an important infill redevelopment where housing can be located proximate to transit, shopping, and employment amenities. In this manner, the proposed amendment would be consistent with the City's Strategic Framework Element, which draws upon the strengths and characteristics of existing neighborhoods to determine where and how new growth should occur.

Housing Element: The priority issue in the Housing Element is to address the comprehensive housing needs of the City of San Diego. In 2012, the San Diego City Council declared a state of emergency due to the severe shortage of affordable homes in the City and created a 20-member Affordable Housing Task Force to develop solutions to the affordable housing crisis. Despite these efforts, the overall affordable housing situation has markedly worsened in the last decade.

The proposed amendment would allow for up to 454 multi-family units of which at least 50 percent will be affordable in a designated TPA currently served by two bus routes. This would provide much needed affordable housing within the City consistent with the following Housing Element policies: ensuring efficient use of remaining land available for residential development and redevelopment by requiring that new development meet the density minimums, as well as maximums, of applicable zone and plan designations (HE-A.5); encouraging affordable housing on publicly-owned sites not needed for public use (HE-A.6); encouraging new housing that relies on transit use and environmentally sustainable patterns of movement (HE-I.5); and seeking to locate higher-density housing principally along transit corridors, near employment opportunities, and in proximity to village areas identified elsewhere in community plans (HE-J.3).

Conservation Element: As discussed above, the proposed amendment would implement the City of Villages strategy by directing compact growth in limited areas that are served by transit. The Conservation Element discusses that this, in itself, is a conservation strategy as compact, transit-served growth is an efficient use of urban land that reduces the need to develop outlying areas and has the potential to reduce dependence on automobiles that in turn lowers greenhouse gas emissions. Allowing for residential development near existing commercial uses and access to two bus routes is also consistent with the Conservation Element's policy to reduce the City's carbon footprint by creating sustainable and efficient land use patterns to reduce vehicular trips and preserve open space (CE-A.2).

### **Community Plan Consistency**

The site is designated as Commercial in the Community Plan and is within the Community Core CPIOZ, which requires that only commercial uses be permitted, with an allowance for affordable housing, infill development, or a sustainable building. The site is also located

within the Clairemont Mesa Height Limit Overlay Zone, which restricts structures to a 30-foot height limit. The overall objective of the proposed amendment is to change the existing land use to provide additional affordable homes at the site. Amending the Community Plan to allow for Residential High land use means that the height of the future residential development would exceed the 30-foot height limit. As discussed above, it is anticipated that the height limit would be waived per the California Density Bonus Law. The proposed amendment would be consistent with several other components of the Community Plan as described below.

The proposed amendment is consistent with Objective 4 of the primary goal for residential development in that it would locate higher density housing near the Community Core area and along transportation corridors where adequate services exist. The proposed amendment is also consistent with the Community Plan's recommendations for affordable housing that encourage the construction of additional affordable homes in the City and utilizing governmental programs such as the density bonus program for the development of affordable homes.

The Community Plan recommends that densities and housing types proposed in low- and moderate-income housing developments be compatible with surrounding neighborhoods. The proposed amendment would allow for affordable homes that are compatible with the surrounding Urban Village Center character and immediately adjacent development that includes commercial uses, single-family homes, and 7- and 10-story office towers.

**(2) The proposed amendment provides public benefit to the community as compared to the existing land use designation, density/intensity range, plan policy, or site design.**

The proposed amendment would result in several benefits to the community and City.

- The proposed amendment would allow for the repurposing of a publicly owned, surplus, and soon to be vacant property to provide much needed affordable homes to meet the City's affordable housing goals.
- The site is ideal for an in-fill development given its location adjacent to two bus routes, one of which is a planned high frequency bus route as discussed in the San Diego Association of Governments 2015 San Diego Forward: The Regional Plan, and in an area where public services and amenities are readily available. This would provide the potential for reduction in total trips to help meet the City's Climate Action Plan goals.
- The proposed amendment would implement the City's City of Villages strategy by incorporating housing in an area that contains nearby commercial, employment, and civic uses.

Ms. Michelle Sokolowski, Deputy Director  
City of San Diego Development Services Department  
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- The proposed amendment could serve as an example development demonstrating high quality affordable homes that could be replicated elsewhere in the City to further meet the City's affordable housing goals.
- The proposed amendment would allow for a future LEED silver or better development, which would contribute to the City's goal of promoting sustainable development.

**(3) Public services are available or are planned to be available to serve the proposed change in density or intensity of use.**

The site is located in an urbanized area and is already connected to public services. Redevelopment of the site could result in an increase in the use of public services, such as schools, parks, and fire and police protection. As part of the Community Plan Amendment process, the applicant would evaluate a future development's impact on public services pursuant to the California Environmental Quality Act.

We are eager to initiate the amendment to the Clairemont Mesa Community Plan for redevelopment of the property. If I can be of further assistance or answer any questions that arise during review of our request, please do not hesitate to contact me at 858-694-2047 or [Marc.Cass@sdcounty.ca.gov](mailto:Marc.Cass@sdcounty.ca.gov).

Sincerely,

Marc Cass, Assoc. DBIA  
Environmental Project Manager  
County of San Diego  
Department of General Services



**City of San Diego  
Development Services**  
1222 First Ave., MS-302  
San Diego, CA 92101

# General Application

**FORM  
DS-3032**  
  
March 2018

Part I (Must be completed for all permits/approvals)

**1. Approval Type:** *Separate electrical, plumbing and/or mechanical permits are required for projects other than single-family residences or duplexes*  Electrical/Plumbing/Mechanical  Sign  Building  Grading  Public Right-of-Way;  Subdivision  Demolition/Removal  Development Approval  Vesting Tentative Map  Tentative Map  Map Waiver  
 Other: Mt. Etna Clairemont Mesa Community Plan Amendment and Rezone

<b>2. Project Address/Location:</b> <i>Include Building or Suite No.</i> 5255 Mount Etna Drive, San Diego, CA 92117	<b>Project Title:</b> Clairemont Mesa Community Plan Amendment and Rezone	<b>Project No.:</b> <i>For City Use Only</i>
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<b>Legal Description:</b> <i>(Lot, Block, Subdivision Name &amp; Map Number)</i> Lot 1960 of East Clairemont Unit No. 12, according to Map No. 4802	<b>Assessor's Parcel Number:</b> 361-661-12-00
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**Existing Use:**  House/Duplex/Townhouse  Condominium/Apartment  Commercial/Non-Residential  Vacant Land  
**Proposed Use:**  House/Duplex/Townhouse  Condominium/Apartment  Commercial/Non-Residential  Vacant Land

**Project Description:**  
A Community Plan Amendment to change the site's land use designation from Commercial to Residential High (45-74 dwelling units per acre) for redevelopment of the site as a multi-family residential development with at least 50% of the homes dedicated as affordable.

<b>3. Property Owner Name:</b> County of San Diego Department of General Services				<b>Telephone:</b> 858-694-2047
Address:	City:	State:	Zip Code:	E-mail Address:
5560 Overland Avenue, Suite 410	San Diego	CA	92123	Marc.Cass@sdcounty.ca.gov

**4. Permit Holder** - This is the property owner, person, or entity that is granted authority by the property owner to be responsible for scheduling inspections, receiving notices of failed inspections, permit expirations or revocation hearings, and who has the right to cancel the approval (in addition to the property owner). SDMC Section 113.0103.  
Name: County of San Diego Department of General Services Telephone: 858-694-2047  
Address: City: State: Zip Code: E-mail Address:  
5560 Overland Avenue, Suite 410 San Diego CA 92123 Marc.Cass@sdcounty.ca.gov

**5. Licensed Design Professional** (if required): (check one)  Architect  Engineer License No.: \_\_\_\_\_  
Name: N/A Telephone: \_\_\_\_\_  
Address: City: State: Zip Code: E-mail Address:

**6. Historical Resource Information** (not required for roof mounted Electric-Photovoltaic Permits and deferred fire approvals)  
a. Does the project contain a designated historic resource or is it located within a designated historic district?  No  Yes  
b. List the year constructed for all structures on the project site: 1961. If the project site contains any structure 45 years old or older, supplemental submittal requirements may be required. See information Bulletin 580, Potential Historical Resource Review, for additional information.

**7. Active Code Enforcement Case** - Is there an active code enforcement violation case on this site?  No  Yes  
If yes: Is this application related to the code violation?  No  Yes Will this application resolve the code violation?  No  Yes

<b>8. Applicant Name:</b> <i>Check one</i> <input checked="" type="checkbox"/> Property Owner <input type="checkbox"/> Authorized Agent of Property Owner <input type="checkbox"/> Other Person per M.C. Section 112.0102				<b>Telephone:</b> 858-694-2047
County of San Diego Department of General Services				
Address:	City:	State:	Zip Code:	E-mail Address:
5560 Overland Avenue, Suite 410	San Diego	CA	92123	Marc.Cass@sdcounty.ca.gov

**Applicant's Signature:** I certify that I have read this application and state the above information is correct, and that I am the property owner, authorized agent of the property owner, or other person having a legal right, interest, or entitlement to the use of the property that is the subject of this application ([Municipal Code Section 112.0102](#)). I understand that the applicant is responsible for knowing and complying with the governing policies and regulations applicable to the proposed development or permit. The City is not liable for any damages or loss resulting from the actual or alleged failure to inform the applicant of any applicable laws or regulations, including before or during final inspections. City approval of a permit application, including all related plans and documents, is not a grant of approval to violate any applicable policy or regulation, nor does it constitute a waiver by the City to pursue any remedy, which may be available to enforce and correct violations of the applicable policies and regulations. I authorize representatives of the city to enter the above-identified property for inspection purposes. I have the authority and grant City staff and advisory bodies the right to make copies of any plans or reports submitted for review and permit processing for the duration of this project.

Signature: Cass, Marc Digitally signed by Cass, Marc  
DN: cn=County of San Diego, email=Marc.Cass@sdcounty.ca.gov, c=Cass, Marc  
Date: 2018.03.24 09:22:26 -0700 Date: 8/24/2018

Project Address/Location: Include Building or Suite No.  
5255 Mount Etna Drive, San Diego, CA 92117

Project No. For City Use Only

Part II (Must be completed for all Construction Permits, except Grading and Public Right-of-way)

9. Contractor Name: Telephone:

Address: City: State: Zip Code: E-mail Address:

State License No.: License Class:

\*Licensed Contractor's Declaration: I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Print Name: Marc Cass Date: 8/24/18

Contractor Signature or authorized agent: Cass, Marc

10. \*Worker's Compensation Declaration: I hereby affirm under penalty of perjury one of the following declarations: WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECITON 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

- I hereby affirm under penalty of perjury one of the following declarations:
a. I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.
b. I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:
Insurance Carrier: Policy No.: Expiration Date:
Name of Agent: Phone No.:
c. I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Print Name: Marc Cass Date: 08/24/18

Contractor, owner, or authorized agent signature: Cass, Marc

11. \*Owner-Builder Declaration: I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s). (Section 7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure , prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractor's State License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

- a. I, as owner of the property, or my employees with wages as their sole compensation, will do ( ) all of or ( ) portions of the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who, through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale).
b. I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professions Code: The Contractor's License Law does not apply to an owner of property who builds or improves thereon, and contracts for such projects with contractor(s) licensed pursuant to the Contractor's License Law).
c. I am exempt from licensure under the Contractors' State License Law for the following reason:

By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have build as an owner-builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following web site: http://leginfo.ca.gov/faces/codes.xhtml.

Print Name: Marc Cass Date: 8/24/18

Owner Signature or authorized agent: Cass, Marc

A separate Owner-Builder Verification form (DS-3042) must also be signed by the owner)

12. Construction Lending Agency: I hereby affirm that there is a construction lending agency for the performance of the work for which this permit is issued (Sec. 3097, Civ. C).

Lender's Name: Lender's Address: :

Clear Form

\*Required per California State Law, Health & Safety Code Section 19825-29



**City of San Diego  
Development Services**  
1222 First Ave., MS 302  
San Diego, CA 92101  
(619) 446-5000

# Ownership Disclosure Statement

**FORM  
DS-318**

**October 2017**

**Approval Type:** Check appropriate box for type of approval(s) requested:  Neighborhood Use Permit  Coastal Development Permit  
 Neighborhood Development Permit  Site Development Permit  Planned Development Permit  Conditional Use Permit  Variance  
 Tentative Map  Vesting Tentative Map  Map Waiver  Land Use Plan Amendment •  Other \_\_\_\_\_

**Project Title:** \_\_\_\_\_ **Project No. For City Use Only:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_

**Specify Form of Ownership/Legal Status (please check):**

Corporation  Limited Liability -or-  General – What State? \_\_\_\_\_ Corporate Identification No. \_\_\_\_\_

Partnership  Individual

By signing the Ownership Disclosure Statement, the owner(s) acknowledge that an application for a permit, map or other matter will be filed with the City of San Diego on the subject property with the intent to record an encumbrance against the property. Please list below the owner(s), applicant(s), and other financially interested persons of the above referenced property. A financially interested party includes any individual, firm, co-partnership, joint venture, association, social club, fraternal organization, corporation, estate, trust, receiver or syndicate with a financial interest in the application. If the applicant includes a corporation or partnership, include the names, titles, addresses of all individuals owning more than 10% of the shares. If a publicly-owned corporation, include the names, titles, and addresses of the corporate officers. (A separate page may be attached if necessary.) If any person is a nonprofit organization or a trust, list the names and addresses of **ANY** person serving as an officer or director of the nonprofit organization or as trustee or beneficiary of the nonprofit organization. A signature is required of at least one of the property owners. Attach additional pages if needed. Note: The applicant is responsible for notifying the Project Manager of any changes in ownership during the time the application is being processed or considered. Changes in ownership are to be given to the Project Manager at least thirty days prior to any public hearing on the subject property. Failure to provide accurate and current ownership information could result in a delay in the hearing process.

**Property Owner**

Name of Individual: \_\_\_\_\_  Owner  Tenant/Lessee  Successor Agency

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Additional pages Attached:  Yes  No

**Applicant**

Name of Individual: \_\_\_\_\_  Owner  Tenant/Lessee  Successor Agency

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Additional pages Attached:  Yes  No

**Other Financially Interested Persons**

Name of Individual: \_\_\_\_\_  Owner  Tenant/Lessee  Successor Agency

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Additional pages Attached:  Yes  No



City of San Diego  
**Development Services**  
**Attn: Deposit Accounts**  
 1222 First Ave., MS-401  
 San Diego, CA 92101  
 (619) 446-5000

# Deposit Account/Financially Responsible Party

**FORM**  
**DS-3242**  
**AUGUST 2014**

Project Address/Location: 5255 Mount Etna Drive, San Diego, CA 92117	Project No.: <small>FOR CITY USE ONLY</small>	Internal Order No.: <small>FOR CITY USE ONLY</small>
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**Approval Type:** Check appropriate box for type of approval requested:

- Grading  
  Public Right-of-Way  
  Subdivision  
  Neighborhood Use  
  Coastal  
  Neighborhood Development  
 Site Development  
 Planned Development  
 Conditional Use  
 Variance  
 Vesting Tentative Map  
 Tentative Map  
 Map Waiver  
 Other: CPA and Rezone

**Is the project subject to a Reimbursement Agreement?**     No     Yes

If yes, provide Reimbursement Agreement Application Project Number or Resolution/Ordinance No.: \_\_\_\_\_

**Deposit Trust Fund Account Information:** A deposit into a Trust Fund account with an initial deposit to pay for the review, inspection and/or project management services is required. The initial deposit is drawn against to pay for these services. The Financially Responsible Party will receive a monthly statement reflecting the charges made against the account, and an invoice when additional deposits are necessary to maintain a minimum balance. The payment of the invoice will be required in order to continue processing your project. At the end of the project, any remaining funds will be returned to the Financially Responsible Party.

### FINANCIALLY RESPONSIBLE PARTY

Name/Firm Name: County of San Diego	Address: 5560 Overland Avenue, Suite 410	E-mail: Marc.Cass@sdcounty.ca.gov
City: San Diego	State: CA	Zip Code: 92123
Telephone: (858) 694-2047	Fax No.:	

**Financially Responsible Party Declaration:** I understand that City expenses may exceed the estimated advance deposit and, when requested by the City of San Diego, will provide additional funds to maintain a positive balance. Further, the sale or other disposition of the property does not relieve the individual or Company/Corporation of their obligation to maintain a positive balance in the trust account, unless the City of San Diego approves a Change of Responsible Party and transfer of funds. Should the account go into deficit, all City work may stop until the requested advance deposit is received.

This is a continuation of existing Project No.: \_\_\_\_\_ Internal Order No.: \_\_\_\_\_

**NOTE:** Using an existing opened account may be allowed when:

1. Same location for both projects;
2. Same Financially Responsible Party;
3. Same decision process (Ministerial and discretionary projects may **not** be combined);
4. Same project manager is managing both projects; and
5. Preliminary Review results in a project application.

**Please be advised:** Billing statements cannot distinguish charges between two different projects.

**Please Print Legibly.**

Print Name: Marc Cass Title: Environmental Project Manager

Signature\*: Marc Cass Date: 08/24/2018

**\*The name of the individual and the person who signs this declaration must be the same. If a corporation is listed, a corporate officer must sign the declaration (President, Vice-President, Chairman, Secretary or Treasurer).**

### FOR CITY USE ONLY

Project Title: \_\_\_\_\_ Date Requested: \_\_\_\_\_

Keep **existing** Project No.: \_\_\_\_\_ as lead or  Use **new** Project No.: \_\_\_\_\_ as lead

### ACCOUNT CLOSURE AUTHORIZATION

Date Requested: \_\_\_\_\_  Completed     Inactive     Withdrawn     Collections

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

