

Raymond Lutz  
April 10, 2007

Page 2



GARY L. PRYOR  
DIRECTOR

# County of San Diego

SAN MARCOS OFFICE  
151 EAST CARMEL ST.  
SAN MARCOS, CA 92079  
(760) 471-0730

## DEPARTMENT OF PLANNING AND LAND USE

EL CAJON OFFICE  
200 EAST MAIN ST. • SIXTH FLOOR  
EL CAJON, CA 92020-3912  
(619) 441-4030

5201 RUFFIN ROAD, SUITE B, SAN DIEGO, CALIFORNIA 92123-1666  
INFORMATION (858) 694-2960  
TOLL FREE (800) 411-0017

April 10, 2007

Raymond Lutz  
Citizens' Oversight Projects  
P.O. Box 252  
El Cajon, CA 92022

### POTRERO PLANNING GROUP

Dear Mr. Lutz,

The Department of Planning and Land Use (DPLU) is responding to your email dated March 19, 2007 at the request of Supervisor Dianne Jacob and the Chief Administrative Officer, Walt Ekard, for the County of San Diego. Pursuant to your email and attached document, you raised concerns regarding how the Potrero Planning Group has conducted business.

As previously explained to you by Claire Tosh, Administrative Analyst for DPLU, the Planning and Sponsor Groups operate under the procedures set forth in the Board of Supervisors Policy I-1. The following are general requirements of the Board Policy that may help you better understand the purpose and function of the planning groups.

- The Planning and Sponsor Groups' decisions are utilized by the County of San Diego in an advisory capacity only. "Policy I-1, Article I, Section II, The purpose of the group is to advise the Department of Planning and Land Use, the Zoning Administrator, the Planning Commission and the Board of Supervisors on matters of planning and land use affecting the group's area." The members are not county officials.
- The Board of Supervisors and the voters of the County of San Diego determines whether/not a Group is a Planning or Sponsor Group.
- Members of the Planning and Sponsor Groups are not public servants; they are volunteers that serve without remuneration.

- The community boundaries for the Planning and Sponsor Groups are set by the Board of Supervisors.

Regarding your concerns about insufficient planning/sponsor member training, Policy I-1, Article III, Section IV states "Annually each member must attend at least one session of the training workshops normally conducted yearly. These workshops usually consist of three sessions each." The content of those sessions is determined by DPLU personnel and provides basic instructions on topics of general content.

Since some of the suggestions in your letter are related, I took the liberty of addressing them jointly. Regarding your comments relating to the arrangement of the room (suggestion #1) and the display of plans (suggestion #6), there is no specification in Policy I-1 that requires the group members to be seated so that the public can "see all the members at one time," for "video taping of the meeting" or how/when items must be displayed. These procedures would be at the discretion of the group.

Regarding comments about public comment period (suggestion #2), anonymous speakers (suggestion #3), approval of a moving target (suggestion #8) and, lengthy deferral of requests to address the body (suggestion #9), the Planning and Sponsor Groups are allowed under Policy I-1 to adopt their own guidelines for how they conduct their meetings. Most adopt Roberts Rules of Order, but they are not mandated to do so. Also, the Planning and Sponsor Groups can adopt bylaws and standing rules if they choose. These bylaws include the amount of time that a speaker is allowed to speak and whether/not a person is allowed to be "Anonymous."

Regarding comments relating to conflicts of interest (suggestion #4) and the chair representing the project (suggestion #7), Policy I-1, Section VIII discusses disqualification issues and conflict of interest. Members are expected to follow the guidelines. However, nothing in the policy prohibits the individual member to speak as a member of the public and letting his or her opinion be known after recusing himself or herself from the vote.

Regarding concerns relating to meeting notices and agendas (Suggestion #5) and lack of public period on agenda items (Suggestion #10), the Planning and Sponsor Groups are subject to the Brown Act requirement when posting Agendas and Meeting Minutes. These requirements are covered in Policy I-1, Article VI, Section IV. Also, the Clerk of the Board of Supervisors is the official repository for the Minutes of the Planning and Sponsor Groups. However, the Planning and Sponsor Group minutes must be forwarded to the Clerk of the Board of Supervisors before the content can be made part of the official record. Further, Planning Group members are appointed by the voters of the County of San Diego. If insufficient candidates seek the office or if there are vacancies between elections, the Board of Supervisors may appoint eligible members. Lastly, since the groups are volunteers and DPLU does not provide funding for maintenance of a web-site for each group, whether/not the groups post their agendas and minutes to a web-page is strictly a decision that the group makes.

Raymond Lutz  
April 10, 2007

Page 3

I hope this information has addressed all of your concerns. For your convenience I am enclosing another copy of Board of Supervisors Policy I-1. I will forward your comments to the Chair of the Potrero Community Planning Group as information the group may want to use for future meetings. If I can be of further assistance, please contact me at 858.694.3765.

Sincerely,



JEFF MURPHY, Chief  
Regulatory Planning  
Department of Planning and Land Use

Attachments:

Board of Supervisors Policy I-1  
E-mail dated March 19, 2007 and attachment

cc: Gordon Hammers, P.O. Box 071, Potrero, CA 91963-0071