

September 7, 2022

Tadd Dolfo

Via Email: tdolfo@plsaengineering.com

Subject: Girard Lofts EV 1st Assessment Letter; Project No. 697671;
La Jolla Community Plan Area

Dear Tadd Dolfo:

The Development Services Department has completed the second review of the project referenced above, and described as:

Process 2 Easement Vacation of an 8-foot-wide sewer easement and 10-foot-wide drainage easement located at c. The 0.278-acre site is located in the LJPD-1 base zone and Coastal Height Limit Overlay, Coastal (non-appealable) Overlay, and Residential Tandem Overlay Zones within the La Jolla Community Plan and Council District 1.

Enclosed is a Cycle Issues Report (Enclosure 1) which contains review comments from staff representing various disciplines, and the community planning group. The purpose of this assessment letter is to summarize the significant project issues and identify a course of action for the processing of your project.

If any additional requirements should arise during the subsequent review of your project, we will identify the issue and the reason for the additional requirement. To resolve any outstanding issues, please provide the information that is requested in the Cycle Issues Report. If you choose not to provide the requested additional information or make the requested revisions, processing may continue. However, the project may be recommended for denial if the remaining issues cannot be satisfactorily resolved and the appropriate findings for approval cannot be made.

As your Development Project Manager, I will coordinate all correspondence, emails, phone calls, and meetings directly with the applicant's assigned "Point of Contact." The addressee on this letter has been designated as the Point of Contact for your project. **Please notify me if you should decide to change your Point of Contact while I am managing this project.**

- I. REQUIRED APPROVALS/FINDINGS:** Your project as currently proposed requires the processing of:
- The proposed project requires a (Process 2) Easement Vacation, Staff as the decision maker. The decision shall be appealable directly to the City Council in accordance with Section

112.0504. Please refer to section 125.1040 for the required findings for an Easement Vacation approval.

- SDMC Section 125.1040: Findings for Public Service Easement and Other Easement Vacations.

II. SIGNIFICANT PROJECT ISSUES: The general issues based on your submittal are highlighted in the attached Cycle Issues Report. Resolution of these issues could affect your proposal. An additional explanation is provided in the Cycle Issues Report. Carefully review all City staff comments.

- **LDR-Planning Review:** Although the proposed utility easement vacations were indicated on the Exhibit A of PTS 664566 (CDP) it was not included in the scope of the project or in the language of the CDP.
- Please clarify if there are any existing public utility structures in the proposed easement to be vacated. Clarify what will be proposed for any possibly existing public utility structures if easement is vacated.
- **LDR-Engineering Review:** Please submit existing grading plan associated with these easement vacations. An existing public drainage pipe appears to be located inside proposed vacated easements.
- Circling back to comment #3 and #4 of previous review, are you claiming note #3 and #4 under easements of records are repetitive and are on top of existing easements of 60in pipe? If so, revise the site plan and clearly show/identify all storm drain easements including the one you are vacating.

III. STUDIES/REPORTS REQUIRED: A number of documents have been identified as necessary to the project's review. Reference the attached Submittal Requirements Report (Enclosure 2).

V. TIMELINE: Upon your review of the attached Cycle Issues Report, you may wish to schedule a meeting with staff and your consultants prior to resubmitting the project. Please telephone me if you wish to schedule a meeting with staff. During the meeting, we will also focus on key milestones that must be met in order to facilitate the review of your proposal and to project a potential timeline for a hearing date. Your next review cycle should take approximately 20 days to complete.

Municipal Code Section 126.0115 requires that a development permit application be closed if the applicant fails to submit or resubmit requested materials, information, fees, or deposits within 90 calendar days. Once closed, the application, plans and other data submitted for review may be returned to the applicant or destroyed. To reapply, the applicant shall be required to submit a new development permit application with required submittal materials, and shall be subject to all applicable fees and regulations in effect on the date the new application is deemed complete.

If you wish to continue processing this project, please note that delays in resubmitting projects and/or responding to City staff's inquiries negatively impact this Department's

ability to effectively manage workload, which can lead to both higher processing costs and longer timelines for your project.

- VI. RESUBMITTALS/NEXT STEPS: : COVID-19 Update** - To ensure the health, safety and well-being of customers and department staff, the Development Services Department has implemented operational service changes that will be in effect until further notice. Please visit our webpage for latest updates, <https://www.sandiego.gov/development-services/covid-19-public-notice>.

At this time, additional documents and information are required to continue the review process. Please visit [OpenDSD](#) to check both the Project Tracking System (PTS) Completed Reviewer Issues Report and the Submittal Requirements Report for next time documents identified by each review discipline. All required documents requested by all disciplines must be uploaded individually and at the same time. Incomplete submittals will result in additional review cycle.

Environmental Determination/Fee: At this time, the project is pending an environmental determination. For all environmental documents, a California Department of Fish and Wildlife filing fee and/or a County of San Diego document filing fee is required. That amount of the fee is dependent on the final environmental determination and would be a minimum of \$50 if the project is exempt. Those fees would need to be provided to the Project Manager prior to any public hearing or notice of decision on the project.

This link provides information on fees for all environmental documents:
<https://wildlife.ca.gov/Conservation/Environmental-Review/CEQA/Fees>

C. Deposit Account: Our most recent records show that there is a balance of \$8430.00 in the deposit account for your project. However, please be advised that the cost of this review has not been posted to your account, and it may take four to six weeks to post these charges to the account. Statements are mailed to the Financially Responsible Party for this project on a monthly basis. Please be advised that a minimum balance of \$3,000.00 is required in the deposit account prior to scheduling your project for a public hearing.

- VII. COMMUNITY PLANNING GROUP:** The proposed project is located within the La Jolla Community Planning Area. Please note that Community Planning Groups provide citizens with an opportunity for involvement in advising the City on land use matters. Community Planning Group considerations are a recommended but not required part of the project review process. You may contact the Chair of the La Jolla Community Planning Board to schedule your project for a presentation before the group at their next available meeting. Community Planning Group contact information is available at:

<https://www.sandiego.gov/planning/community/contacts>

Development Services Department (DSD) Information Bulletin #620, "Coordination of Project Management with Community Planning Committees" (available at <https://www.sandiego.gov/development-services>), provides additional information about the advisory role of the Community Planning Groups. Council Policy 600-24 provides guidance to

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the Community Planning Groups and is available at
https://docs.sandiego.gov/councilpolicies/cpd_600-24.pdf

- VIII. STAFF REVIEW TEAM:** Should you require clarification about specific comments from the staff reviewing team, please contact me, or feel free to contact the reviewer directly. The names and telephone numbers of each reviewer can be found on the enclosed Cycle Issues Report.
- IX. PROJECT ISSUE RESOLUTION CONFERENCE:** Project Issue Resolution (PIR) conferences provide customers an opportunity to have issues heard and considered by executive department management. A PIR will be considered if, after the issuance of the third Assessment Letter for discretionary projects, customers and staff have been unable to resolve project issues. The PIR would address issues such as disagreements between the applicant and staff on interpretations of codes or ordinances, requests for additional information or studies, or project-related processing requirements. Any determinations from a PIR are not binding on any City decision-making body, such as City Council, Planning Commission, or Hearing Officer. Qualifying PIR requests should be coordinated with your Development Project Manager.

In conclusion, please note that information forms and bulletins, project submittal requirements, and the Land Development Code may be accessed on line at <http://www.sandiego.gov/development-services>. Many land use plans for the various communities throughout the City of San Diego are now available on line at <http://www.sandiego.gov/planning/community/profiles/index.shtml>.

Open DSD: To view project details online, visit: <http://www.sandiego.gov/development-services/opendsd/>.

For modifications to the project scope, submittal requirements or questions regarding any of the above, please contact me prior to resubmittal. I may be reached by telephone at (619) 533 - 6733 via e-mail at hrios@sandiego.gov.

Sincerely,

Hector Rios

Hector Rios
Development Project Manager

Enclosures:

1. Cycle Issues Report
2. Submittal Requirements Report

cc: File
Dianne Kane, Chair, La Jolla Community Planning Association
Marlon Pangilinan, Senior Planner, Planning Department

