

Valley Center Community Planning Group

Approved Minutes for a regular meeting held on **September 11, 2023** at 7:00 p.m. in the Valley Center Community Hall, 28246 Lilac Road, Valley Center, California 92082.

Delores Chavez Harmes, **Chair** | Dori Rattray, **Vice-Chair**; James Garritson, **Secretary**

A=Absent; **Ab**=Abstention; **DRB**=Valley Center Design Review Board; **N**=Nay; **P**=Present; **R**=Recused; **VCCPG**=Valley Center Community Planning Group; **VCPRD**=Valley Center Parks & Recreation District; **Y**=Yea

A. Roll Call

- The Meeting was called to order at **7:01 p.m.** and a Quorum was established with **13 members present.**
- Lisa Adams - **P** ● Susan Fajardo - **P** ● ~~Matt Matthews~~ - **A**
- Chris Barber - **P** ● Michael Farrier - **P** ● LaVonne Norwood - **P**
- Michelle Bothof - **P** ● Julia Feliciano - **P** ● Dori Rattray - **P**
- Delores ChavezHarmes-**P** ● James Garritson - **P** ● Larry Schmidt - **P**
- ~~Vlad Ciupitu~~ - **A** ● Steve Hutchison - **P** ● Kevin Smith - **P**

B. Pledge of Allegiance - Chair Harmes

C. Approval of Minutes: July 10, 2023 and August 14, 2023

- **Motion: To approve the July 10, 2023 Minutes.**
- **Maker/Second:** Adams/Norwood
- **Motion Carries 13-0-0 (Y-N-Ab).**

- **Motion: To approve the August 14, 2023 Minutes.**
- **Maker/Second:** Adams/Norwood
- **Motion Carries 13-0-0 (Y-N-Ab).**

D. Public Comments: Members of the public may address the Planning Group on any topic not on the agenda.

- Kathy Lippet (audience) spoke about concerns she has related to the County Board of Supervisors, water mismanagement, and the high usage of THC. The City of San Diego recently released 11 billion gallons of water from Lake Hodges because it has not maintained the reservoir. San Diego County has one of the highest DUIs in the State of California. Cloud cover is a plan that will better address carbon emissions.

1. Update on North Village: Tim Kihm, TK Consulting, Inc. & Dana Haney, City West Development.

- Tim Kihm introduced the project and also introduced Dana Haney. This property was once owned by Herb Shaffer. The plot map showed VR 2.0, VR 4.3, VR 10.9, VR 15, VR 15, VR 7.3 VR 10.9, and Commercial. The firm plans on following the current tentative plans that were approved by the County. Under the north village assumption. The children of Herb Shaffer sold the property in 2022. The project will be consistent with the Community Plan. The

developers hope to develop agrarian themes. They hope to have non-paved trails that will connect to the existing network of trails.

- Elements of the design will encourage water conservation, senior housing, and other environmental concerns. The project will have a small commercial zone. They are hoping to have a small brewery in the commercial area. They hope to present more information about the project in the next two months. They are creating a Constraints ? Map.
- Chair Harmes asked about the people who are partners of the company. Tim Kihm has hired a number of local consultants.
- There will be about 99 acres of residential housing and 9 acres of commercial zoning.
- Ms. Rattray asked a question about fire insurance. Tim Kihm is working with Chief Napier and the Valley Center Fire District to address fire concerns. They have already funded a fire study.
- The developers are working with the water district. Herb Shaffer purchased 200 sewer credits years ago.
- Mr. Hutchison asked a question about the density zoning. There was discussion about how this project will address current State and County density requirements. Information was shared about how the developer will incorporate the creek, wetlands, and surrounding roads into the community. The developers are proposing to build 10% affordable housing. They foresee that the project might have a lot of senior housing. They are also looking at a possible medical center. There is a possibility that between 500-600 total houses will be built.
- Ms. Adams asked a question about the timeline. It might take three years working with the County. Ms. Fajardo shared her concerns about fire dangers because of the influx of additional people in the community. Tim shared how the project will have several access points. The main access will be an extension of Indian Creek Road. There will be one or two additional access points. There will be at least 4-5 access points into the development. Chair Harmes asked if the development would be a gated community. The developers are open to building a gated community.
- Ms. Norwood asked about parklands and if they will be dedicating a park, similar to Park Circle. They were not sure. Ms. Norwood also asked about a Senior Center. They shared that there are less VMT in Senior Centers and that is appealing to the developer.

2. Rezoning of 28404 Cole Grade Road: Tim Lopez, R1 Commercial

- Tim Lopez shared that he works for a contractor in Escondido. The property is zoned rural-Residential. FEMA rules make it difficult to build on it, as it sits in a flood zone. Industrial storage was the original purpose of the property and it was originally zoned as such. Alliance would like to use the property for industrial storage, for heavy equipment. The floodplain zoning makes it very difficult to build anything. The County changed the zoning to RR because it would like to have more rural residential projects.
- Ms. Norwood asked about how the property was changed from to RR from its original commercial zoning. The property was zoned RR when Tim Lopez purchased it.

- Ms. Norwood stated that maybe there should have been some due diligence done before the purchase of the land.
- Mr. Garritson commented that the County also shares responsibility in zoning a parcel of land Residential, knowing that it lies in a floodplain.

E. Action items (VCCPG advisory vote may be taken on the following items)

1. Tree Removal: (Harmes) Three trees on Woods Valley Road and one on McNally Road are dead and in danger of falling. County vegetation manager has requested removal of these trees. (Informational)

- The County has removed three trees that are dead and in danger of falling.

2. Albertsons: (Update)

- The developer has stated that the County has ongoing delays. Public statements from the County indicate that the delays are on the developer's side.
- County permit process and corporate grocery store mergers have delayed the project.
- The community can contact the public relations department for Albertsons.
- The traffic signal at Mirar de Valle has also been delayed. Touchstone will move forward with placing a traffic light at Mirar De Valle.

3. Association of Planning Groups on SANDAG: (Update)

- Chair Harmes shared information about the proposal to create an Association of Planning Groups. The Board of Supervisors has already approved an advisory seat for SANDAG. Upcoming actions include a vote to join the Association of Planning Groups.
- Planning Groups Chairs have met monthly to draft bylaws. The County is working on policies related to sensitive species and habitats.

F. Subcommittee Reports:

1) Emergency Evacuation (Harmes): Next meeting is on Oct. 26.

2) Cannabis Subcommittee (Mathews):

- No update.

3) Parks & Rec/Trails (Norwood):

- Ms. Norwood shared an update about the PLDO Priority List for 2023. The number one item is installation of LED field lights at Valley Center Community Park Ballfields #3, #4, and #5.
- The priority list includes rehabilitating the commercial kitchen at VCC Hall, removing the volleyball court at Adams Park and installing a basketball court with overhead LED lights, and developing a comprehensive plan for the parks system in Valley Center that better serves the needs of the community.
- Piece of Mind Swimming enrolled 905 kids to learn to swim. There were 552 swimmers that dropped in during July for recreational swimming. There were 267 participants in lap swimming.

- Ms. Norwood also asked if anyone wanted to add something to the PLDO List to please send an addition to her in a timely fashion so she can bring it to the group for a vote and possibly add it to the list.

4) Mobility (Adams):

- No update.

5) Tribal Liaison (Chair):

- A brief update was provided.

6) Design Review Board (Smith/Adams):

- Ms. Adams shared that the County wants the property owner to remove a rock. There is still an open seat on the DRB.
- The owner of VC Oil presented a preliminary concept for storage buildings and took suggestions for design changes. Significant grading would be needed to improve sight lines along VC Road and create a flat area for the buildings.
- Discussion on why the DRB has not taken any action to fill Seat 4. Seat 3, held by Michael Mahan, expired in October 2020. Action must be taken to re-appoint Mr. Mahan.

7) CPU (Cipiuto):

- Ms. Adams and Chair Harmes discussed information about the CPU report. There might be a meeting on September 14. There was discussion about whether or not Ms. Adams can attend an upcoming CPU virtual meeting.

8) Revitalization Subcommittee (Ratray):

- Code compliance was contacted in regards to two signs. Ms. Ratray has reached out to the County about graffiti removal.

9) Website (Garritson):

- Mr. Garritson shared that **vccpg.com** is updated and is online. He will update a link to the Facebook page that Ms. Ratray and Chair Harmes update.

10) 411 (Fajardo):

- Ms. Fajardo provided information about the reading of names of the 9/11 victims who died at the World Trade Center.

11) Nominations & Board (Harmes/Fajardo):

Appointment to Nomination Subcommittee (vote)

- The County approved the August 14, 2023 nomination of Michael Farrier to serve the remainder of the term for Seat #6. The Planning Group reviewed the process of the vote for Seat #6
- Chair Harmes reviewed the application process and Standing Rules [ATTACHMENT]. She will share proposals at the October 9, 2023 meeting next month. There was discussion about the number of days to wait for notifications.
- **Motion: To appoint Michelle Bothof to serve on the Nominations Subcommittee.**
- **Maker/Second:** Harmes/Smith
- **Motion Carries 13-0-0 (Y-N-Ab)**

G. Adjournment

- Next regular meeting of VCCPG: **October 9, 2023 at 7 p.m.**
- **The meeting adjourned at 9:09 p.m.**
- **Minutes were approved on October 9, 2023.**

James Garritson, Secretary

Appendix VCCPG September 11, 2023 Minutes Valley Center Community Planning Group Standing Rules

VCCPG Standing Rules

[As Amended March 8, 2004, November 14, 2005, November 18,
2013, May 11, 2015, and September 9, 2019, and May 8, 2023]

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). The VCCPG Chairperson shall notify the PDS (*Planning and Development Services*) 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 at least 2 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 - 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 ten 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 Monday two weeks prior to the Regular Meeting on the second Monday of the month). 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 least five (5) business days prior to the 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.

The VCCPG Chairperson shall conduct elections after the candidates have been introduced and interviewed as described in paragraph Meeting 2 above. By a majority vote of authorized members, the VCCPG may vote to extend scheduled deadlines or vote to elect. 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 time the vote for that vacancy is scheduled. Such candidates may run for any vacancy on the VCCPG or to the other organizations for 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 November 14, 2005 and May 11, 2015 and May 8, 2023]

Section VI: (As per County of San Diego Board of Supervisor's Policy I-1)

ARTICLE III – DUTIES

Section IV: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG Standing Rules.) **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 not 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, 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 (*as such km*) at the time of the vote, (*and km*) 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 May 11, 2015]

Section: III - VI (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-III: (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 requires nomination by a VCCPG member and a majority vote from the VCCPG. Non-planning area residents 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 verbal or written report/presentation to the VCCPG monthly. The Chair of each Subcommittee shall include within the Subcommittee's report to the VCCPG a record of motions and of all votes cast within 72 hours following a subcommittee meeting, including which VCCPG members disqualified themselves from participating because of conflict of interest, as required by Board Policy I-1. 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 November 14, 2005, May 11, 2015, Sept 9, 2019, and May 8, 2023]

Section IV: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG Standing Rules.) 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 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, March 8, 2004]

Section V: (As per County of San Diego Board of Supervisor's Policy I-1.)

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 II: 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:

- A. Policy I-1
- B. Standing Rules
- C. Robert's Rules of Order

[Approved March 8, 2004]

Section III: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG Standing Rules.) With a membership majority vote at the annual election of officers, a member may be elected to the position of Parliamentarian for the same period of time as the officers positions.

[Approved Sep 9, 2019]

Section IV: (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 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 March 8, 2004]

Section V: (As per County of San Diego Board of Supervisor's Policy I-1 and augmented with the VCCPG Standing Rules.) 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 or otherwise as required by the Brown Act. There can be no discussion of, or action taken, 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 a request is 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 March 8, 2004 and November 18, 2013]

Sections VI-VII: (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:

- A. Applicant testimony (15 minutes maximum)*
- B. VCCPG member report
- C. Staff or Subcommittee report
- D. VCCPG Member questions/comments
- E. Public testimony (3 minutes/speaker)*
 - a. Proponents first followed by Opponents
 - b. Rebuttal is at the discretion of the applicant.
- F. 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 March 8, 2004]

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.

ARTICLE VII – CONFLICT OF INTEREST (As per County of San Diego Board of Supervisor's Policy I-)

ARTICLE VIII – DEFENSE AND INDEMNIFICATION (As per County of San Diego Board of Supervisor's Policy I-)