




Operating Procedures Template: https://www.sandiego.gov/sites/default/files/4_terms_and_conditions.pdf
Ethical Standards Template: https://www.sandiego.gov/sites/default/files/5_guidelines_for_ethical_standards.pdf
Community Representation and Participation Plan: https://www.sandiego.gov/sites/default/files/participation_and_representation_plan_appendices.pdf

Old 2010 Demographics: <https://datasurfer.sandag.org/api/census/2010/cpa/encanto/export/pdf>


Encanto Community Plan: <https://www.sandiego.gov/planning/community-plans/encanto>

What are Planning Groups responsible for?

- Reviewing projects that require a development permit ([discretionary projects](#)) that are sent to Planning Groups from the City and providing advisory recommendations on these projects.
- Providing advisory recommendations on land use matters, such as amendments to the [General Plan](#) and to [Community Plans](#).






If multiple applications are received for one Community Planning Area, staff will apply  [evaluative criteria](#) including  [SANDAG demographic data](#) to provide relevant information to the City Council for their consideration.  [Why is demographic information being considered?](#)



What should Planning Groups understand?

- Project applicants are not required to come before Planning Groups for input; however, it is highly encouraged.
- Planning groups do not review ministerial projects. These are projects that do not require a development permit, such as a Conditional Use Permit, Site Development Permit, etc. In other words, projects that do not require a decision-maker to use discretion in approving a project.
- Planning groups may always reach out to their [assigned Community Planner](#) with questions.
- The City Attorney's Office does not advise Planning Groups. Always reach out to your [assigned Community Planner](#) with questions and advice on planning group operations.
- Land use matters that are citywide or regional in scope are heard by the Community Planners Committee (CPC) whose roles and responsibilities are governed by  [Council Policy 600-09](#).
- Planning Groups are one of several venues for the public to provide input and engage the City.

Resources and information regarding the recognition process are available on the [Planning Group Recognition and Operations](#) webpage that includes access to the online application, required application documents, information on workshops, and requesting individualized assistance.

Starting in 2024, the Department will present the applications to the Land Use & Housing Committee and City Council. As part of the approval process, the Department will evaluate the applications received for each community planning area for City Council consideration. Existing Community Planning Groups should continue to rely on their bylaws up until the City Council recognizes them or a new group for a community plan area under the revised Council Policy 600-24.

-  [City Council Staff Report](#)
-  [City Council Resolution Approving Revisions to the Council Policy 600-24](#)
-  [Council Policy 600-24 \(Amended\)](#)
-  [Terms and Conditions](#)
-  [Guidelines for Ethical Standards](#)

-  [Community Participation and Representation Plan \(Revised with appendices\)](#)
-  [Community Participation, Representation and Planning Group Composition \(Excerpt\)](#)

Suggested Strategies – Community Participation & Representation Plan As required for Planning Group Recognition by Terms and Conditions, Exhibit A of Council Policy 600-24 Suggested Strategies – Community Participation & Representation Plan As required for Planning Group Recognition by Terms and Conditions, Exhibit A of Council Policy 600-24

The Community Planning Group (“Planning Group”) is committed to engaging a broad and diverse cross-section of our community members in monthly meetings and to electing Planning Group members who are representative of the community and community interests, including, but not limited to renters, youth, people with disabilities, and intergenerational households. Soliciting and obtaining broad input on projects and initiatives is critical to the success of our Planning Groups to serve as a recognized advisory body to the City.

The goal of this participation and representation plan is to communicate our PLANNING GROUP’s goals, guiding principles for outreach and communication, and a strategy for meaningful, ongoing engagement.

Our plan is crafted to reflect the unique demographics and characteristics of our community. Please see Community Plan Area (CPA) demographics provided by SANDAG’s [Data Surfer](#) website.

Overarching Goal

- Educate community members about the role of our Planning Group and opportunities for involvement.
- Establish partnerships with non-profits, community organizations, businesses, schools/universities and government organizations to build relationships and trust with the community.
- Increase and diversify participation in monthly Planning Group meetings and decision- making.
- Communicate about our CPG’s work and goals in simple, easy-to-understand language that is accessible for anyone regardless of their background in or knowledge of community planning.
- Obtain meaningful input from a broad range of community members on land use matters (e.g. General Plan and Community Plan Amendments, Community Plan Updates, project reviews, and other land use matters referred to them by the City).
- Be proactive in listening to community needs and effectively communicating these to the City.

Guiding Principles for Public Participation

- Provide all meeting information necessary to encourage community members to participate in a simple and accessible manner.
- Communicate in ways that are inclusive, transparent and respectful.
- Consistently share information with community members using a variety of methods (See

Appendix A -Public Participation Tools).

- Make meeting materials available in the languages spoken within the community. Please see Census data for Community Plan Area (CPA) provided by SANDAG’s [Data Surfer](#) website.
- Be respectful of people’s opinions and time. Consider establishing grounds rules for dialogue or codes of conduct like those from the [American Bar Association](#) and the [National](#)

[Conflict Resolution Center.](#)

- Ensure a safe, accessible meeting space.

Bringing people together: Online meetings can be cost- and time-efficient, and people can participate from their home, office, or mobile device via an online application. Please consult [In-Person Meeting Guidance](#) when hosting a virtual or hybrid meeting per the [Brown Act](#).

Demographics: <https://www.sandiego.gov/sites/default/files/cpg-demographic-data-2021.pdf-demographic-da>

Compare with Information from GroundworkSD, and fill in the blanks.

Make tentative changes in red, share at Nov. 20, 2023 CVCPG for approval or redo.

M.Unfinished business shall be tabled and placed on the agenda for the following meeting.

N. Meeting Adjournment 1st/ 2nd/ #approved

Upcoming meetings, 11/20/23, 12/18/23 *LOCATION May Change to allow for longer meetings*

Agendas and meeting minutes can be found at <https://www.sandiego.gov/planning/community/profiles/encanto/agendas>. This Public Notice and Agenda is posted at the Valencia Park/Malcolm X Branch Library, located at: 5148 Market St, San Diego, CA 92114 at least 72 hours in advance of the meeting date. In addition, Agendas are posted on the CVCPG Facebook Page. <https://www.facebook.com/CVCPG/> and Nextdoor.

For further information regarding agenda items, meeting or to request a membership application please contact the Chair, Sally Smull at ChollasValleyCPG@gmail.com Leave a Voicemail for Chair, Sally Smull: 619-354-0558

The City of San Diego distributes agendas via email and can provide agendas in alternative formats as well as sign language or oral interpreter for the meeting with advance notice. If you would like to receive agendas via email, send your requests to sdplanninggroups@sandiego.gov and indicate your specific community planning group. To request these services, please contact the Planning Department at 619-533-6307 or sdplanninggroups@sandiego.gov at least five (5) working days prior to the meeting to ensure availability. Community Planning Group email lists *We are still considered "Encanto Neighborhoods" on many sandiego.gov links, instead of Chollas Valley Community Planning Group (CVCPG)*

Encanto Neighborhoods Community Plan: https://www.sandiego.gov/sites/default/files/encanto_community_plan-revised_lu_maps-reduced_6-20-16.pdf

[Alta Vista, Broadway Heights, Chollas View, Emerald Hills, Encanto, Lincoln Park, O'Farrell, Valencia Park communities](#)

P2 CVCPG Agenda Oct 16, 2023