



Development Services Department
Project Submittal & Management Division

January 11, 2018

Via email: larry@walsh-engineering.com

Mr. Larry Walsh
Walsh Engineering & Surveying
607 Aldwych Road
El Cajon, CA 92020

Dear Mr. Walsh:

Subject: Project Assessment Letter; Project No. 573604; Tierrasanta Community Plan.

The Development Services Department has completed the second review of the project referenced above and described as a Map Waiver application for the creation of four commercial condominium units within an existing commercial building. The 0.54 acre site is located at 10715 Tierrasanta Blvd. within the CC-1-3 zone, Airport Influence Area (Review Area 2) for MCAS Miramar and Montgomery Field, the FAA Part 77 Notification Overlay Zone for MCAS Miramar and Montgomery Field within the Tierrasanta Community Plan area.

Enclosed is a Cycle Issues Report (Enclosure 1) which contains review comments from staff representing various disciplines, outside agencies, 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 applicants 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 a Process Three, Map Waiver. Consistent with the San Diego Municipal Code Section 112.0103, when an applicant applies for more than one permit, map, or other approval for a single development, the applications will be consolidated for processing and shall be reviewed by a single decision maker at the highest level of authority for that development. Therefore, the project as proposed would require a Process Three, Development Services Department decision with appeal rights to the Planning Commission.
- II. **PROJECT ISSUES:** As noted previously, the significant project issues are provided in the Cycle Issues Report. Resolution of these issues could affect your project. Please carefully review the City staff comments and respond accordingly.
- III. **REPORTS REQUIRED:** A number of documents have been identified as necessary to the project's review. Reference the attached Submittal Requirements Reports (Enclosure 2).
- IV. **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 working days to complete.

Municipal Code Section 126.0114 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.

- V. **RESUBMITTALS/NEXT STEPS:** Project re-submittals are done on a walk-in basis. Please check-in on the third floor of the Development Service Center (1222 First Avenue) to be placed on the list for the submittal counter. ***Project re-submittals directly to the Development Project Manager will not be accepted.*** Please be prepared to provide the following:

A. Plans and Reports: Provide the number of sets of plans as shown on the attached Submittal Requirements Report. The plans are to be folded to an approximate 8 ½ x 11 inch size.

B. Cycle Issues Report response letter: Prepare a cover letter that specifically describes how you have addressed each of the issues identified in the Cycle Issues. If the issue is addressed on one or more sheets of the plans or the reports, please reference the plan, sheet number, report, or page number as appropriate. If it is not feasible to address a particular issue, please indicate the reason. Include a copy of this Assessment Letter, Cycle Issues Report and your response letter if applicable, with each set of plans.

VI. COMMUNITY PLANNING GROUP: Staff provides the decision maker with the recommendation from your locally recognized community planning group. If you have not already done so, please contact Ms. Deanna Spehn, Chair of the Tierrasanta Community Council, at phone number (858) 565-4018 or email Dspehn1@san.rr.com, to schedule your project for a recommendation from the group. If you have already obtained a recommendation from the community planning group, in your re-submittal, please provide a copy of the recommendation and, if applicable, please indicate how your project incorporates any input suggested to you by the community planning group.

Information Bulletin 620, "Coordination of Project Management with Community Planning Committees" (available at <http://www.sandiego.gov/development-services>), provides some valuable information about the advisory role the Community Planning Group. Council Policy 600-24 provides standard operating procedures and responsibilities of recognized Community Planning Committees and is available at <http://clerkdoc.sannet.gov/Website/council-policy>.

VII. 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.

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 re-submittal. I may be reached by telephone at (619) 236-6327 or via e-mail at ccac@sandiego.gov.

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Larry Walsh
January 11, 2018

Sincerely,

A handwritten signature in blue ink, appearing to read 'CCac', with a long horizontal flourish extending to the right.

Cherlyn Cac
Development Project Manager

Enclosures:

1. Cycle No. 4 Issues Report
2. Submittal Requirements Report

cc: File
Chair, Tierrasanta Community Council
Reviewing Staff



L64A-003A

Project Information

Project Nbr: 573604 **Title:** Tierrasanta Condo Conv MW
Project Mgr: Cac, Cherlyn (619) 236-6327 ccac@sandiego.gov



Review Information

Cycle Type: 4 Submitted (Multi-Discipline)	Submitted: 12/08/2017	Deemed Complete on 12/11/2017
Reviewing Discipline: LDR-Planning Review	Cycle Distributed: 12/11/2017	
Reviewer: Sherer, Tyler (619) 446-5378 Tsherer@sandiego.gov	Assigned: 12/12/2017	
	Started: 01/02/2018	
Hours of Review: 1.00	Review Due: 01/02/2018	
Next Review Method: Submitted (Multi-Discipline)	Completed: 01/02/2018	COMPLETED ON TIME
	Closed: 01/11/2018	

- . The review due date was changed to 01/05/2018 from 01/05/2018 per agreement with customer.
- . We request a 3rd complete submittal for LDR-Planning Review on this project as: Submitted (Multi-Discipline).
- . The reviewer has requested more documents be submitted.
- . Last month LDR-Planning Review performed 67 reviews, 82.1% were on-time, and 41.8% were on projects at less than < 3 complete submittals.

First Review

Project Information

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	1	The proposed project located at 10715 Tierrasanta Blvd. (APN 455-180-0300) is to turn an existing commercial building into 4 commercial condo units. The project site is 23,500 s.f. and located in the CC-1-3 zone of the Tierrasanta Community Plan area. It is located in the Airport Influence Area (Review Area 2) for MCAS Miramar and Montgomery Field, the FAA Part 77 Notification Overlay Zone for MCAS Miramar (600' asl) and Montgomery Field (527' asl). (From Cycle 2)

Map Waiver

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	2	The project requires a Map Waiver, processed in accordance with Process Three, pursuant to SDMC 125.0122 and the Subdivision Map Act. Process 3 decisions are made by a Hearing Officer whose decision may be appealed to the Planning Commission. The decision of the Planning Commission is not subject to appeal. (From Cycle 2)
<input checked="" type="checkbox"/>	3	The requested action pertains to ownership interests related to the existing developed property only and no additional development is being proposed. If any additional development is proposed, it must meet all applicable regulations of the CC-1-3 zone. Should any deviations be proposed, additional development may require a discretionary action. (From Cycle 2)

Parking

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	4	The project proposes 37 parking stalls (existing) on the site. This conforms with SDMC 142.0530 Table 142-05E. (From Cycle 2)

Contact Information

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	5	Additional comments may arise in subsequent reviews. These comments are not exclusive. Please contact Tyler Sherer at (619) 446-5378 if you have questions regarding this LDR Planning Review. Please make an appointment at that number if a stamp transfer is necessary. (From Cycle 2)





L64A-003A

Review Information

Cycle Type: 4 Submitted (Multi-Discipline)	Submitted: 12/08/2017	Deemed Complete on 12/11/2017
Reviewing Discipline: LDR-Environmental	Cycle Distributed: 12/11/2017	
Reviewer: Szymanski, Jeffrey (619) 446-5324 Jszymski@sandiego.gov	Assigned: 12/13/2017	
	Started: 01/04/2018	
Hours of Review: 1.00	Review Due: 01/05/2018	
Next Review Method: Submitted (Multi-Discipline)	Completed: 01/04/2018	COMPLETED ON TIME
	Closed: 01/11/2018	

- . We request a 3rd complete submittal for LDR-Environmental on this project as: Submitted (Multi-Discipline).
- . The reviewer has requested more documents be submitted.
- . Last month LDR-Environmental performed 61 reviews, 86.9% were on-time, and 29.8% were on projects at less than < 3 complete submittals.

CEQA Review 11/9/2017

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	1	The project proposes to turn an existing commercial building into 4 commercial condo units with no physical improvements. EAS has reviewed the submitted CAP checklist and has no comments. The project has been determined to be consistent with the City's CAP. It appears as though the project would qualify for a CEQA exemption; however, before a formal determination can be made all issues from other reviewers must be addressed. (From Cycle 2)

CEQA Exemption

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	2	The proposed activity is exempt from CEQA pursuant to Section 15301 (Existing facilities) of the State CEQA Guidelines. This determination is preliminary until the Notice of Right to Appeal is posted. The date of the posting of the NORA represents the official environmental determination date. (New Issue)





L64A-003A

Review Information

Cycle Type: 4 Submitted (Multi-Discipline)	Submitted: 12/08/2017	Deemed Complete on 12/11/2017
Reviewing Discipline: LDR-Engineering Review	Cycle Distributed: 12/11/2017	
Reviewer: Franke, Katie (619) 446-5216 Kfranke@sandiego.gov	Assigned: 12/12/2017	
	Started: 12/26/2017	
Hours of Review: 4.00	Review Due: 01/02/2018	
Next Review Method: Submitted (Multi-Discipline)	Completed: 12/26/2017	COMPLETED ON TIME
	Closed: 01/11/2018	

- . The review due date was changed to 01/05/2018 from 01/05/2018 per agreement with customer.
- . The reviewer has indicated they want to review this project again. Reason chosen by the reviewer: First Review Issues.
- . We request a 3rd complete submittal for LDR-Engineering Review on this project as: Submitted (Multi-Discipline).
- . The reviewer has requested more documents be submitted.
- . Your project still has 8 outstanding review issues with LDR-Engineering Review (4 of which are new issues).
- . Last month LDR-Engineering Review performed 64 reviews, 95.3% were on-time, and 36.7% were on projects at less than < 3 complete submittals.

Engineering 1st Review

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input type="checkbox"/>	1	The following comments need to be addressed prior to a Public Hearing. Upon resubmittal, we will complete our review of the Tentative Map Waiver: (From Cycle 2)
<input checked="" type="checkbox"/>	2	The project is subject to all regulations of the Condominium Conversion Ordinance effective March 9, 2006. Review the Ordinance and ensure the project is in compliance with the new regulations. The Ordinance is available online at: https://www.sandiego.gov/development-services/industry/information/condoconver#ordinance (From Cycle 2)
<input checked="" type="checkbox"/>	3	Call out Tentative Map Waiver No. 2031005 (From Cycle 2)
<input checked="" type="checkbox"/>	4	Call out Project No. 573604 (From Cycle 2)
<input checked="" type="checkbox"/>	5	On the TMW show and call out the existing water and sewer mains, laterals that serve the site and their drawing numbers. A search of the City Records by your office may be required to obtain the correct drawing numbers. (From Cycle 2)
<input checked="" type="checkbox"/>	6	Revise the Legend. Change Project Boundary to Property Line/TMW Boundary. (From Cycle 2)
<input checked="" type="checkbox"/>	7	Add a note that states: The Subdivider shall record a Declaration of Covenants and Reservation of Easements for the Shared Access Easement for the sites currently held by the same owner. The Declaration of Covenants and Reservation of Easements shall state: Since the Mutual Access Easement agreement is a private and not a public issue, The City of San Diego is not responsible for any dispute that might arise in the future between the private parties. (From Cycle 2)
<input checked="" type="checkbox"/>	8	Show and call out the dimensions of the driveway along Tierrasanta Boulevard. (From Cycle 2)
<input type="checkbox"/>	9	The owner and engineer need to sign the exhibit. (From Cycle 2)
<input checked="" type="checkbox"/>	10	Show a Tierrasanta Boulevard cross section. Add the distance from curb to sidewalk, width of sidewalk and distance from back of walk to P/L. (From Cycle 2)





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<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	11	Add the visibility area triangles, per San Diego Municipal Code Diagram 113-02SS for the driveway on Tierrasanta Boulevard. Show the visibility areas on private property which shall extend 10 feet inward along the driveway and along the property line. Add a note that states: No obstruction including solid walls in the visibility area shall exceed 3 feet in height. Plant material, other than trees, within the public right-of-way that is located within visibility areas shall not exceed 24 inches in height, measured from the top of the adjacent curb. (From Cycle 2)
<input checked="" type="checkbox"/>	12	Show Existing Property boundaries and legal description. (From Cycle 2)
<input checked="" type="checkbox"/>	13	Show the street lights, nearest the project site, in both directions and on both sides of Tierrasanta Boulevard. Include the spacing between the street lights and the project site. If a street light is within the abutting project frontage, include the type of light standard, wattage and type of luminaire (low/high pressure sodium). A determination will be made if the project is in compliance with current street light standards according to the City of San Diego Street Design Manual and Council Policy 200-18. (continued below) (From Cycle 2)
<input checked="" type="checkbox"/>	14	The applicant may be required to, but not be limited to, install a new street light(s), upgrade the luminaire from low pressure to high pressure sodium vapor and/or upgrade the luminaire wattage. (From Cycle 2)
<input checked="" type="checkbox"/>	15	Show and call out the Subdivision boundary. (From Cycle 2)
<input checked="" type="checkbox"/>	16	Call out the acreage within the TM boundary. (From Cycle 2)
<input checked="" type="checkbox"/>	17	Call out the existing and proposed number of lots. (From Cycle 2)
<input checked="" type="checkbox"/>	18	Call out the proposed and existing zones. (From Cycle 2)
<input type="checkbox"/>	19	Tentative Map Waiver Conditions will be determined on the next submittal when all requested information is provided. (From Cycle 2)
<input type="checkbox"/>	20	Additional comments may be recommended pending further review of any redesign of this project. These comments are not exclusive. Should you have any questions or comments, please call Katie Franke at 619-368-0135. (From Cycle 2)

Engineering 2nd Review

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input type="checkbox"/>	21	The existing driveway along Tierrasanta Boulevard does not meet current City Standards. Call out the driveway shall be reconstructed to current City Standards, adjacent to the site on Tierrasanta Boulevard. (New Issue)
<input type="checkbox"/>	22	Show and call out the removal of the wood posts and curbs in the public Right-of-Way, adjacent to the driveway, in the Tierrasanta Boulevard parkway. (New Issue)
<input type="checkbox"/>	23	Show and call out the water lateral that serves the site and water meters that will serve the project. If the existing services will remain, the Subdivider shall provide a letter, agreeing to prepare CC&Rs for the operation and maintenance of all private water and sewer facilities that serve or traverse more than a single condominium unit or lot. (Continued below) (New Issue)
<input type="checkbox"/>	24	If additional water services will serve the project, the Subdivider shall apply for a plumbing permit for the installation of appropriate private back flow prevention devices, on each water service, in a manner satisfactory to the Public Utilities Director and the City Engineer. BFPDs shall be located above ground on private property, in line with the service and immediately adjacent to the right-of-way. (New Issue)





L64A-003A

Review Information

Cycle Type: 4 Submitted (Multi-Discipline)	Submitted: 12/08/2017	Deemed Complete on 12/11/2017
Reviewing Discipline: LDR-Map Check	Cycle Distributed: 12/11/2017	
Reviewer: Ocampo, Saturnino (619) 446-5310 Socampo@sandiego.gov	Assigned: 12/11/2017	
	Started: 12/27/2017	
Hours of Review: 2.00	Review Due: 01/02/2018	
Next Review Method: Conditions	Completed: 12/27/2017	COMPLETED ON TIME
	Closed: 01/11/2018	

- . The review due date was changed to 01/05/2018 from 01/05/2018 per agreement with customer.
- . The reviewer has indicated they want to review this project again. Reason chosen by the reviewer: Conditions.
- . We request a 3rd complete submittal for LDR-Map Check on this project as: Conditions.
- . The reviewer has requested more documents be submitted.
- . Your project still has 4 outstanding review issues with LDR-Map Check (1 of which are new issues).
- . Last month LDR-Map Check performed 103 reviews, 79.6% were on-time, and 52.9% were on projects at less than < 3 complete submittals.

1st Rev TMW

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	1	Please add the following to the title block all sheets: M.W. = 2031005 P.T.S. No. = 573604 CCS83 Coords= 1878-6299 L.C. Coords= 238-1739 (From Cycle 2)
<input checked="" type="checkbox"/>	2	Show all easements (existing and proposed) that are within the preliminary report. (From Cycle 2)
<input checked="" type="checkbox"/>	3	See additional comments on redlined MW exhibit. Please return the redlined MW exhibit with your next submittal. (From Cycle 2)

Conditions

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input type="checkbox"/>	4	Upon approval of the Tentative Map Waiver (TMW, a Certificate of Compliance shall be recorded with the County Recorder prior to the expiration date of the TMW. (From Cycle 2)
<input type="checkbox"/>	5	Prior to the recordation of the Certificate of Compliance, all conditions in the Tentative Map Waiver (TMW) Resolution of Approval must be satisfied. (From Cycle 2)
<input type="checkbox"/>	6	Prior to the recordation of the Certificate of Compliance, taxes must be paid or bonded for this property pursuant to section 66492 of the Subdivision Map Act. A current original tax certificate, recorded in the office of the San Diego County Recorder, must be provided to satisfy this condition. Please note if tax bond is required as indicated in the tax certificate, please make sure that it is paid or posted, and submit an evidence (e.g., filed bond letter or receipt from Clerk of the Board) indicating the required tax bond amount has been paid or bonded. (From Cycle 2)
<input type="checkbox"/>	7	Prior to the issuance of a Certificate of Compliance, City staff will perform a field monument inspection to verify that all property corners are being marked with survey monuments. If any of the survey monument was missing, it must be replaced with a new monument, and a Corner Record or Record of Survey (whichever is applicable) shall be filed with the County Recorder pursuant to the Professional Land Surveyors Act. A copy of the filed Corner Record or Record of Survey must be submitted to satisfy this requirement prior to the approval and recordation of the Certificate of Compliance. (From Cycle 2)

2nd Rev TMW

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input checked="" type="checkbox"/>	8	See additional comments on redlined check print. (New Issue)





L64A-003A

Review Information

Cycle Type: 4 Submitted (Multi-Discipline)	Submitted: 12/08/2017	Deemed Complete on 12/11/2017
Reviewing Discipline: Community Planning Group	Cycle Distributed: 12/11/2017	
Reviewer: Cac, Cherlyn (619) 236-6327 ccac@sandiego.gov	Assigned: 01/11/2018	
	Started: 01/11/2018	
Hours of Review: 0.10	Review Due: 01/02/2018	
Next Review Method: Submitted (Multi-Discipline)	Completed: 01/11/2018	COMPLETED LATE
	Closed: 01/11/2018	

- . The review due date was changed to 01/05/2018 from 01/05/2018 per agreement with customer.
- . The reviewer has indicated they want to review this project again. Reason chosen by the reviewer: Partial Response to Cmnts/Regs.
- . We request a 3rd complete submittal for Community Planning Group on this project as: Submitted (Multi-Discipline).
- . The reviewer has requested more documents be submitted.
- . Your project still has 3 outstanding review issues with Community Planning Group (2 of which are new issues).
- . Last month Community Planning Group performed 48 reviews, 47.9% were on-time, and 39.6% were on projects at less than < 3 complete submittals.

First review

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input type="checkbox"/>	1	Please contact the Chair for the Tierrasanta Community Council, Deanna Spehn, at 858-565-4018 or Dsephn1@san.rr.com to schedule your project for a presentation before the group to obtain their recommendation. This Community Planning Group is officially recognized by the City as a representative of the community. (From Cycle 2)

Second review

<u>Cleared?</u>	<u>Issue Num</u>	<u>Issue Text</u>
<input type="checkbox"/>	2	No recommendation has been provided by the community planning group. (New Issue)
<input type="checkbox"/>	3	Please contact the Chair for the Tierrasanta Community Council, Deanna Spehn, at 858-565-4018 or Dsephn1@san.rr.com to schedule your project for a presentation before the group to obtain their recommendation. This Community Planning Group is officially recognized by the City as a representative of the community. (New Issue)





Submittal Requirements

1/11/18 4:51 pm

THE CITY OF SAN DIEGO
Development Services Department
1222 First Avenue, San Diego, CA 92101-4154

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L64A-001

Project Information

Project Nbr: 573604 **Title:** Tierrasanta Condo Conv MW
Project Mgr: Cac, Cherlyn (619)236-6327 ccac@sandiego.gov



Review Cycle Information

Review Cycle: 6 Submitted (Multi-Discipline)

Opened: 01/11/2018 4:49 pm

Submitted:

Due:

Closed:

Required Documents:

<u>Package Type</u>	<u>Pkg Qty</u>	<u>Document Type</u>	<u>Qty Needed</u>
Development Plans	3	Map Wavier Exhibit	3

