

September 22, 2006

Kathy Corvin  
814 Morena Boulevard Suite 101  
Schwerrin & Associates  
San Diego, CA 92110

Dear Mr. Corvin:

Subject: King Chavez Academy Initial Assessment Letter; Project No. 87484, Work Order No. 42-6354, Southeastern San Diego Community Plan

The Development Services Department has completed the first review of the above referenced project, a Site Development Permit and Conditional Use Permit (CUP) to amend CUP C-10471 & C-14404 to allow for a charter school expansion on a 0.402 acre site at 735 Cesar Chavez Parkway in the MF-3000 Zone of Southeastern San Diego Planned District.

Attached to this assessment letter is a Cycle Issues Report (Enclosure 1) which contains review comments from staff representing various disciplines and outside agencies. 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 Site Development Permit for a Southeastern San Diego Permit, and a Conditional Use Permit. Please note that staff has identified the potential need for deviations to the underlying zone development regulations. If any deviations are proposed, the project would require the processing of either a Variance or a Planned Development Permit. Staff is unable to determine this with this first submittal. **Required Findings:** In order to recommend approval of

your project, certain findings must be substantiated in the record. Enclosure 2 contains the required findings for a Site Development Permit, Southeastern San Diego Development Permit and a Conditional Use Permit.

**II. SIGNIFICANT PROJECT ISSUES:** The significant project issues are summarized below. Resolution of these issues could affect your project. Additional explanation is provided in the Cycle Issues Report. Several staff has identified significant issues related to the off-site parking lots for the church use. Public-Right-Of-Way improvements will be required for all sites that are a part of this action. Additionally, staff have not been able to locate any Conditional Use Permits for the existing schools. Thank you for providing any clarification or documentation regarding the existing school uses. Staff have also identified that the proposed buildings do not meet several of the special design criteria in the underlying zone which may affect the site design. Lastly, a master Conditional Use Permit will be required to consolidate all of the sites under one discretionary permit.

**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 3). Please submit three copies of each of these reports.

**IV. PROJECT ACCOUNT STATUS:** Our current accounting system does not provide for real-time information regarding account status, however, our records show approximately \$ 3,200.00 in your project account. Please submit an additional \$2,500.00 with your resubmittal.

**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 21 days to complete.

**VI. RESUBMITTALS/NEXT STEPS:** When you are ready to resubmit, please telephone (619) 446-5300 and request an appointment for a "Submittal-Discretionary Resubmittal." Resubmittals may also be done on a walk-in basis, however you may experience a longer than desirable wait time. In either case, 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. At your appointment, provide the following:

A. Plans and Reports: Please submit twelve of sets of plans as shown on the attached Submittal Requirements Report. The plans should be folded to an approximate 8 ½ x 11 inch size. Three sets of the reports are required.

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 Report and any

issues identified in this cover letter, if applicable. Or, you may choose to simply submit the Cycle Issues Report, identifying within the margins how you have addressed the issue. 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.

C. Account: Submit a check in the amount of \$2,500.00. Payment should be made payable to the City Treasurer. Please include the project "work order" number 42-6354 on your check.

**VII. 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 Steve Veach, Chairperson of the Southeastern San Diego Planning Committee, at 446-5271 to schedule your project for a recommendation from the group. If you have already obtained a recommendation from the community planning group, in your resubmittal, if applicable, please indicate how your project incorporates any input suggested to you by the community planning group.

Bulletin 620 which is available on our department website at <http://www.sandiego.gov/development-services/>, provides some valuable information about the advisory role the Community Planning Group. For your reference, Council Policy 600-24 available on the City website at <http://clerkdoc.sannet.gov/Website/council-policy>, provides "Standard Operating procedures and Responsibilities of recognized Community Planning Committees".

**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 attached 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.ci.sandiego.ca.us/development-services/industry/forms.shtml>. Many land use plans for the various community groups throughout the City of San Diego are now available on line at <http://www.sandiego.gov/planning/profiles/>.

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) 446-5271 or via e-mail at [steasley@sandiego.gov](mailto:steasley@sandiego.gov)

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Ms. Corvin  
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Sincerely,

Sandra Teasley  
Development Project Manager

SMT

Enclosures:

1. Cycle Issues Report
2. Required Findings
3. Submittal Requirements Report
4. Account Statements
5. Draft Permit Conditions

cc: File  
Project Management Administrative Aide  
Steve Veach  
Reviewing Staff (Assessment letter only)