

**SOUTHEASTERN SAN DIEGO PLANNING COMMITTEE**

Advising the City of San Diego on Land Use Issues

**Chair: Steve Veach**

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**City of San Diego Planning Staff: Myles Pomeroy**

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This Planning Committee covers the area south of the Dr. Martin Luther King, Jr. Freeway (Highway 94), east of Interstate 5, north of the border of National City, and west of Interstate 805.

It includes the neighborhoods of Sherman Heights, Logan Heights, Grant Hill, Memorial, Stockton, Mount Hope, Mountain View, Southcrest, and Shelltown.

Dear Applicant:

RE: YOUR REQUEST TO PRESENT A PROJECT TO THE SESD PLANNING COMMITTEE

I have received your request to appear before the Southeastern San Diego Planning Committee (SESDPC) and have put you on the next Project Subcommittee agenda, as per our telephone conversation. **All projects must first be presented to the Projects Subcommittee for feedback before they are heard by the full SESDPC Board.** The group is usually dark during August and December, so please plan accordingly.

- The **Projects Subcommittee** meetings are held on the **fourth Monday** of each month at 6:30 p.m. at Neighborhood House, 841 South 41st Street, San Diego, in the Southcrest neighborhood.
- The **monthly SESDPC Board meetings** are held on the **second Monday** of each month at 6:30 p.m., at the same location.

After getting feedback from the Projects Subcommittee, your project may have to return to Projects for follow-up or it may be ready to be heard by the full Board. Often applicants must return to the Projects Subcommittee because they do not have the necessary documents needed for the SESDPC to preview the project. The following documents, if applicable, need to be submitted to the Chair and to the City Planner **ten days** prior to the scheduled meeting in order for materials to be distributed in time to hear your item:

1. **Project Assessment Letter** copy
2. **Environmental Document** (14 copies)
3. **Project Elevations**, 11" by 17" size (14 copies)
4. **Project Site Plan**, 11" by 17" size (14 copies)
5. **Project Landscaping Plan**, 11" by 17" size (14 copies)
6. **Planned District Checklist** copy (available from the Developmental Services Project Manager)
7. **Police Department Crime Prevention Through Environmental Design Program** review letter copy (contact Ted Parker, San Diego Police Department, at 619-531-2202)
8. **Site Photos**

In advance of your presentation, please provide one copy of the above-requested documents to me, Steve Veach, Chair of the SESDPC, and 14 copies to Myles Pomeroy, the City of San Diego Planner, who will then distribute the copies to the members of the SESDPC. (Our addresses are listed at the top of the page.) Note: if we don't receive your back-up materials at least 10 days before the Projects meeting so that the Planner has time to distribute the materials and the Projects Subcommittee has time to review them, the Projects Subcommittee may not be able to hear your presentation. ALL the documents requested above will need to be in Myles Pomeroy's hands at least 10 days in advance of the Projects or Board meeting in order to reach the SESDPC members in a timely manner. These documents are required per the SESDPC bylaws in order for the Board to vote on your project. Lack of any of these documents will cause delay in the Board being able to vote on your project. You should also bring extra copies to the Projects and Board meetings of all materials.

Please e-mail me if you have any questions. **I will not contact you again to remind you of your Projects Subcommittee presentation date.** If you cannot make the Projects meeting, please call me to reschedule.

Sincerely,

Steve Veach

