

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

**Subject**

Distribution of Notification of Land Use Hearings

**Policy  
Number**

I-49

**Page**

1 of 2

**Purpose**

To establish a minimum standard of public notification on land use matters that are to be considered before the Board of Supervisors, Planning Commission, or Director of Planning & Development Services (Director).

**Background**

Under existing regulations, property owners within a radius of 300 feet of the existing boundaries of the property covered by any Specific Plan and Specific Plan Amendment, Tentative Subdivision Map, Tentative Parcel Map, Zone Reclassification, Major Use Permit and Permit Modification and Minor Use Permit, or certain other discretionary permit applications shall be notified prior to the consideration of the matter by the Board of Supervisors, Planning Commission, Zoning Administrator, or Director.

As many Specific Plans and Amendments, Tentative Subdivision Maps, Tentative Parcel Maps, Zone Reclassifications and Major and Minor Use Permits, and certain other discretionary permits affect property owners beyond 300 feet and nearby residents who do not own real property, it is the Board of Supervisors' desire that those property owners and local residents be notified prior to consideration of such proposed projects.

**Policy**

It is the policy of the Board of Supervisors that:

In addition to the requirements imposed by existing regulations, notification on Specific Plans and Amendments, Tentative Subdivision Maps, Tentative Parcel Maps, Zone Reclassifications, Major Use Permits and Modifications and Minor Use Permits shall be given in accordance with the following:

1. Notices of permit applications shall be posted on site in a manner set forth by the Director of Planning & Development Services. The notices and posting guidelines will be provided to each applicant by Planning & Development Services at the time of project submittal.
2. Residents of all apartment buildings and mobilehome parks within 300 feet of the project site. Such notice shall be by posting in a conspicuous area approved by the management of the apartment building or mobilehome park. The posted notice shall include information as to the nature and location of the proposed project and a telephone number where interested parties may call for additional information. This notice shall be posted by the applicant within ten days of payment of processing fees. In the event that the posting of the notice is not allowed by the owner or management of any premises, the applicant shall notify Planning & Development Services within ten days.

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

**Subject**

Distribution of Notification of Land Use Hearings

**Policy  
Number**

I-49

**Page**

2 of 2

This requirement may be waived by the Director of Planning & Development Services if it is determined that there has been an unreasonable delay or other similar circumstance on the part of the park owner, through no fault of the applicant.

3. When the Director of Planning & Development Services determines that broader public notice is needed due to anticipated impacts of the proposed project on traffic, adjacent land uses, demand for public facilities or similar effects, the Director shall provide broader notice as the Director deems appropriate.

4. In all cases, mailed notice shall be provided to all property owners within 300 feet of the project site, or if there are not at least 20 different property owners within 300 feet, to the nearest 20 different property owners within one-half mile of the project site. If 20 different property owners cannot be found within one-half mile, the notice area shall be expanded until 20 property owners are available for notification.

5. Whenever an application is filed in an area for which there is a community planning group or sponsor group, notification shall be given to the chairperson for dissemination to members of the group.

Sunset Date

This policy will be reviewed for continuance by 12-31-32.

Board Action

09/18/73 (12)

06/22/76 (20)

05/22/79 (150)

04/28/81 (90)

12/15/82 (41), operative 03/01/83

12/11/84 (13)

10/02/85 (11), operative 11/01/85

08/22/89 (47)

07/15/92 (7)

05/15/96 (11)

8-7-2002 (5)

12-09-08 (33)

11-10-10 (7)

09-25-12 (11)

12-06-17 (6)

11-04-25 (18)

CAO Reference

Planning & Development Services