



THE CITY OF SAN DIEGO

August 28, 2015

Takeshi Hosokawa
Heckel Hosokawa Architects LLP
1725 South Escondido Blvd, Suite C
Escondido, CA 92025

Dear Mr. Hosokawa:

Subject: Cortes Residence NDP Second Assessment Letter; Project No. 416650; Sap No. 24005726; Navajo Community Plan Area

The Development Services Department has completed the second review of the project referenced above, and described as a Neighborhood Development Permit for the construction of a 3,326 square foot 2-story single family residence on an individual lot less than 15,000 square feet containing steep hillsides located at 6455 1/3 Normal Lane. The 0.27 acre site is in the RS-1-4 zone within the Navajo Community Plan Area.

Good news! Most staff have signed off on the project with only minor corrections required.

Enclosed 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.

As your Development Project Manager, I will coordinate all correspondence, emails, phone calls, and meetings directly with the applicants assigned "Point of Contact."

- I. REQUIRED APPROVAL/FINDINGS** - Your project as currently proposed requires the processing of Process 2 Neighborhood Development Permit.
- II. SIGNIFICANT PROJECT ISSUES:** Clarifications to the "impact and mitigation requirements" content of the Biology report are required. An environmental document may need to be prepared. Please provide a response letter and an updated Biology Report. The project is also pending a recommendation from the Community Planning Group (see Section VII).
- III. STUDIES/REPORTS REQUIRED:** An updated Biology report and response letter; these items can be emailed to me prior to the resubmittal (See Section VI).

IV. PROJECT ACCOUNT STATUS: Our current accounting system does not provide for real-time information regarding account status, however, our records show approximately \$3500 billed to date. This amount does not include the current review. During the processing of your project, you will continue to receive statements with the break-down of staff charges to your account. Should you have questions about those charges, please feel free to contact me directly.

V. TIMELINE: Please telephone me if you wish to schedule a meeting with staff. Your next review cycle should take 12-15 working days. We are currently experiencing delays in review times due to large workloads. I thank you for your patience thus far.

VI. RESUBMITTALS/NEXT STEPS:

A. Plans and Reports: Provide 3 full-size hard copies of the plans with all corrections identified by Engineering and Landscape Reviews in the cycle issues report (Enclosure 1). These plans can be delivered directly to me at Third Floor Plan Pick-Up at Development Services. In addition, please email me PDFs of the revised drawings, report, and letter at FMendoza@sandiego.gov.

B. Deposit Account: Our most recent records show that there is a balance of \$4509.55 in the deposit account for your project. However, please be advised that the cost of **the second review** has not been posted to your account, and it may take four to six weeks to post these charges to the account. Statements are mailed to the Financially Responsible Party for this project on a monthly basis.

Open DSD: To view project details online, visit: <http://www.sandiego.gov/development-services/opensd/>.

IF YOUR PROJECT WILL REQUIRE AN ENVIRONMENTAL DOCUMENT:

C. San Diego County Clerk Fee: The San Diego County Clerk now requires \$50.00 to post the required public notice informing the public that a draft environmental document has been prepared. A check made out to the San Diego County Clerk for this amount will be required prior to the distribution of the draft environmental document for public review.

VII. COMMUNITY PLANNING GROUP: Staff provides the decision maker with the recommendation from your locally recognized community planning group. Please contact Matthew Adams, Chairperson of Navajo Community Planners, Inc., at navajoplanners@cox.net to schedule your project for a recommendation from the group. The August meeting for the community group was reconvened to September 6th, 2015.

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 enclosed Cycle Issues Report.

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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)446-5433 or via e-mail at FMendoza@sandiego.gov.

Sincerely,

A handwritten signature in blue ink, appearing to be 'FM', with a long horizontal stroke extending to the right.

Francisco Mendoza
Development Project Manager

Enclosures:

1. Cycle Issues Report

cc: File
Matthew Adams, Chair, Navajo Community Planners Inc.
Reviewing Staff (Assessment letter only)
Michael Prinz, Planner