



COUNTY of SAN DIEGO

San Diego, California

OFFICE OF THE
COUNTY
PLANNING COMMISSION

ADMINISTRATION BUILDING
BALBOA PARK

June 14, 1932.

FRED J. HANSEN, CHAIRMAN
LA MESA
ANDREW S. WILSON, VICE-CHAIRMAN
ESCONDIDO
WALLACE A. WALTER, SECRETARY
PACIFIC BEACH
CAVE J. COULTS, VISTA
T. C. MACAULAY, CHULA VISTA
ALFRED STAHEL, JR., SAN DIEGO
EX-OFFICIO
EDGAR F. HASTINGS, SUPERVISOR
SAN DIEGO
ERNEST R. CHILDS, COUNTY SURVEYOR
SAN DIEGO
THOMAS WHELAN, DISTRICT ATTORNEY
SAN DIEGO
L. DEMING TILTON, CONSULTANT
L. W. DEEWALL, ENGINEER
MRS. M. C. FRISKE, OFFICE SECRETARY

Colonel Ed Fletcher,
1020 Ninth Street,
San Diego, Calif.

Dear Colonel:

In reference to lot "D", Summit Avenue,
on Grossmont:

This matter was taken up at the last meeting of the San Diego County Planning Commission and the point developed that legally this apparently cannot be done until a 40-foot right-of-way has been obtained. The legal technicalities in question are being looked into further.

In case it develops that the law will demand a 40-foot right-of-way, will you, in view of the fact that the property has been converted from lots to acreage, be in position to offer this right-of-way should it become necessary?

Very truly yours,
F. J. Hansen

Chairman,
SAN DIEGO COUNTY PLANNING COMMISSION.

FJH F

*Per
6-1-32
see me on map*



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Colonel Ed Fletcher,
1020 Ninth Street,
San Diego, Calif.

Dear Colonel:

Regarding lot "D", Summit Avenue, Grossmont:

In further reference to your request regarding the acceptance by the county of the above roads, the San Diego County Planning Commission is now informed by the District Attorney's office that the County cannot accept such a road unless the right-of-way is 40 feet wide.

If it is possible for you to grant the 40-foot right-of-way the Planning Commission hereby pledges you its support in having the road adopted.

Very truly yours,
F. J. Hansen
F. J. Hansen, Chairman.

FJH F

SAN DIEGO COUNTY PLANNING COMMISSION

Room 214 Civic Center

San Diego 1, California

November 13, 1953

To: Honorable Board of Supervisors
From: County Planning Commission
Subject: Requirements For An Adequate County Planning Program

1. This report is submitted to formalize recommendations made at our joint meeting of November 10, 1953. Its conclusions and recommendations briefly are as follows:

- a. There is a large, immediate need in San Diego County for an adequate County planning program.
- b. To assure reasonable progress on such a program requires:
 - (1) Revision of the Departmental organization plan,
 - (2) The early addition of at least 12 new staff members, and
 - (3) Provision of adequate office space and facilities.

2. San Diego is the third largest county in California, and probably the fastest growing county in the nation. Here we have king-sized examples of all the growing pains and all the problems of development which could be found anywhere. Accordingly, here we have a large need and a great opportunity for a sound, vigorous County planning program. Such a program can do much to make our communities better, safer, more attractive places to live and make a living. It can help achieve the efficiency and economy in public works which taxpayers have a right to expect. It can add strength to our system of local self-government.

3. Quite naturally, therefore, the interest in and the demand for planning in San Diego County have taken an enormous upswing during the past few years. The Commission has a large and growing back-log of important planning projects, practically all of which have been requested by your Board, by responsible groups of property owners, or by the incorporated cities of the County. (See Exhibit I, attached, for a list of our major pending projects.) The plain fact is that we do not have the facilities necessary for an adequate County planning program. Now it is time for the Board of Supervisors to decide whether or not to provide the modest facilities which are required. This is a decision which can not be avoided or postponed. We either are going to make reasonable progress on our big, important job or we are not.

4. Because of our concern about the critical situation in the important field of County planning, we wish to report to you what we consider appropriate action to equip us to meet our challenge. Accordingly, the following specific recommendations are made:

Departmental Reorganization

The Planning Department has four general categories of activity, each of which requires specific recognition:

- a. Administration, supervision, contacts and public relations.
- b. Project planning
- c. Advance planning
- d. Zoning administration

These categories are more or less self-explanatory, but attention is invited to Exhibit II, attached, which lists representative examples of the duties and responsibilities of each.

Our current Departmental organization (Director, Planning Division and Zoning Division) is the best for our present staff of twelve, but it does not adequately serve any one of the four major fields of activity listed above. One which will do so is required, and the following is recommended:

- a. Office of the Director
- b. Project Planning Division
- c. Advance Plan Division
- d. Zoning Administration Division

These three divisions will allow several staff members to concentrate on each of our major fields of responsibility. The Project Planning Division will handle subdivisions, roads, schools and basic studies. The Advance Plan Division will devote its entire attention to preparing County-wide and community master plans, and precise plans based thereon, thus assuring us of reasonable progress on this most important part of our program. The Zoning Administration Division will process variances, permits and reclassifications.

Equally necessary is an Office of the Director, composed of a Director supported by an Assistant Director, a full-time Administrative and Information Clerk, and a Stenographer-Clerk. Such top-level direction and front-office effectiveness is essential if we are to run a program reasonably designed to meet the planning needs of San Diego County. An Assistant Director is needed to help adequately supervise the work of the staff, chart our future activities, maintain proper working relationships with civic organizations and other County agencies, prepare for and participate in meetings of the Commission and the Board of Supervisors, operate the County Planning Congress, represent the Commission on committees and at meetings where planning matters are considered, still further improve our public relations, and handle the increasing number of special projects. The Administrative and Information Clerk will provide general information and plan checking services to the public at the counter, act as Departmental receptionist, and handle numerous administrative matters such as budget operation, purchasing, inventory, payrolls and time keeping for the Department. The Stenographer-Clerk will serve as secretary

to the Director and the Assistant Director.

Additional Staff Members

At least 12 additions to our currently authorized staff of 12 are needed at once. Percentage-wise this is a large increase. However, a planning staff of 24 is not large when compared with the volume of urgently needed planning work, with the staff of smaller counties with far fewer problems like Contra Costa, Tulare or Fresno, or with the staff of the San Diego City Planning Department. It means the belated provision of manpower which should have been available five years ago, rather than a sudden, surprising proposal to double the staff. Surely there is nothing startling about the allocation of 24 out of a total of over 3,300 County employees to a program as important as planning. Exhibit III shows how 24 people should be fitted into the Departmental organization plan recommended above.

There is no question but that a staff of 50 could be profitably occupied here for years. The proposal to add only a dozen thus is most conservative. It is based on a reasonable balance with other jurisdictions, and on a carefully considered conclusion that such a number will allow us to do an adequate job on most matters which are determined to have a high priority.

Office Space And Facilities

At present, the office space available to the Department is crowded and inefficient. In addition to proper working space, we urgently need better facilities to serve the public, and a conference room large enough for at least 20 people. Our pending move across the hall will do little to improve the situation.

Obviously a staff increase of 12 will require more than doubling our office space, and the provision of sufficient desks, chairs and other equipment. Except for finding suitable space in the Civic Center, however, these are not problems of major complexity or cost. Although it should be possible to work out an immediate solution to our space requirements, we recognize that the provision of fully adequate quarters probably is a long-term project.

5. The program outlined above is both reasonable and urgently needed. It is recommended that provision for its full implementation on July 1, 1954, should be made in the 1954-55 budget, and that all civil service examinations and other arrangements (space, equipment, etc.) should be completed prior to that date.

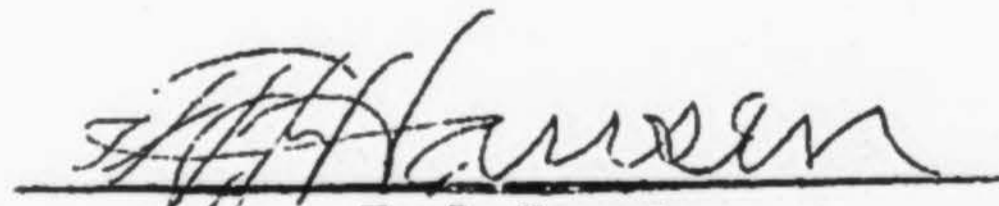

F. J. Hanson
Chairman

Exhibit I

CURRENT PENDING PROJECTS*

Prepare and process community master plans for:
South Bay
Lemon Grove
Cardiff-Encinitas-Leucadia
Process master plan of branch administrative centers
Revise master plan of beach acquisition
Prepare and process 1953-54 beach park acquisition program
Prepare and process master plan of recreation
Prepare and process master plan of sewage disposal
Prepare and process master plan of airports
Prepare and process community development plans for:
Mission Valley-Alvarado Freeway area
Kearney Mesa, Unit I
Kearney Mesa, Unit II
Prepare and process Borrego Valley road plan
Prepare and process comprehensive setback plans
Prepare and process zoning plans for:
North Leucadia
Area west of Escondido
Kearney Mesa, Unit I
Kearney Mesa, Unit II
Prepare plan and program for areas around airports
Prepare plan and program for areas around reservoirs
Prepare and process a trailer court ordinance
Revise the basic zoning ordinance
Revise the subdivision ordinance
Process the planned right of way ordinance, and add appropriate items to it
Conduct "fringe area" planning and zoning programs around:
City of Carlsbad
City of Chula Vista
City of Coronado
City of El Cajon
City of Escondido
City of La Mesa
City of National City
City of Oceanside
City of San Diego
Provide staff service and guidance for County Planning Congress
Participate in the following:
County Smog Committee
County Low-Level Highway Committee
Executive Committee, Shoreline Planning Association
Commissioners' Handbook Committee, A.I.P.
Four Committees, County Planning Congress

*This list includes only non-administrative, non-recurring projects upon which work actively should be under way now. With no additions, it constitutes a full work-load for a staff of 24 for several years.

Exhibit II

DEPARTMENTAL DUTIES LISTED BY CATEGORY

1. Administration:

Initiation and organization of the planning program
Supervision and direction of staff work
Organization of and participation in Commission meetings
Representation of Commission and Department at Supervisors' meetings
Selection of personnel and civil service matters
Budget, purchasing, inventory, and time-keeping
Public relations, including contact with press and civic organizations
Preparation and presentation of talks to civic and other groups
Contact with the public, in person and by telephone
Departmental coordination with other County agencies
Service on Boundary Commission, Executive Committee of Shoreline Planning Association, etc.
Operation of and participation in County Planning Congress
Special projects like annual report, Smog Committee, Low Level Highway Committee, etc.

2. Project Planning:

Processing subdivisions and records of survey
Processing road, school, tree and similar matters
Preparation of Departmental base and study maps
Preparation and analysis of land use inventories
Studies and reports on new zoning districts and reclassifications
Population and other basic research studies
Street naming and numbering
Preparation and maintenance of a public works program
Preparation of future street, setback and similar plans
Improvement of the zoning, subdivision and other ordinances

3. Advance Planning:

Preparation of County-wide Master Plan units
Preparation of Community Master Plan units
Preparation of Precise Plans based thereon
Follow up and follow through on Master and Precise Plans

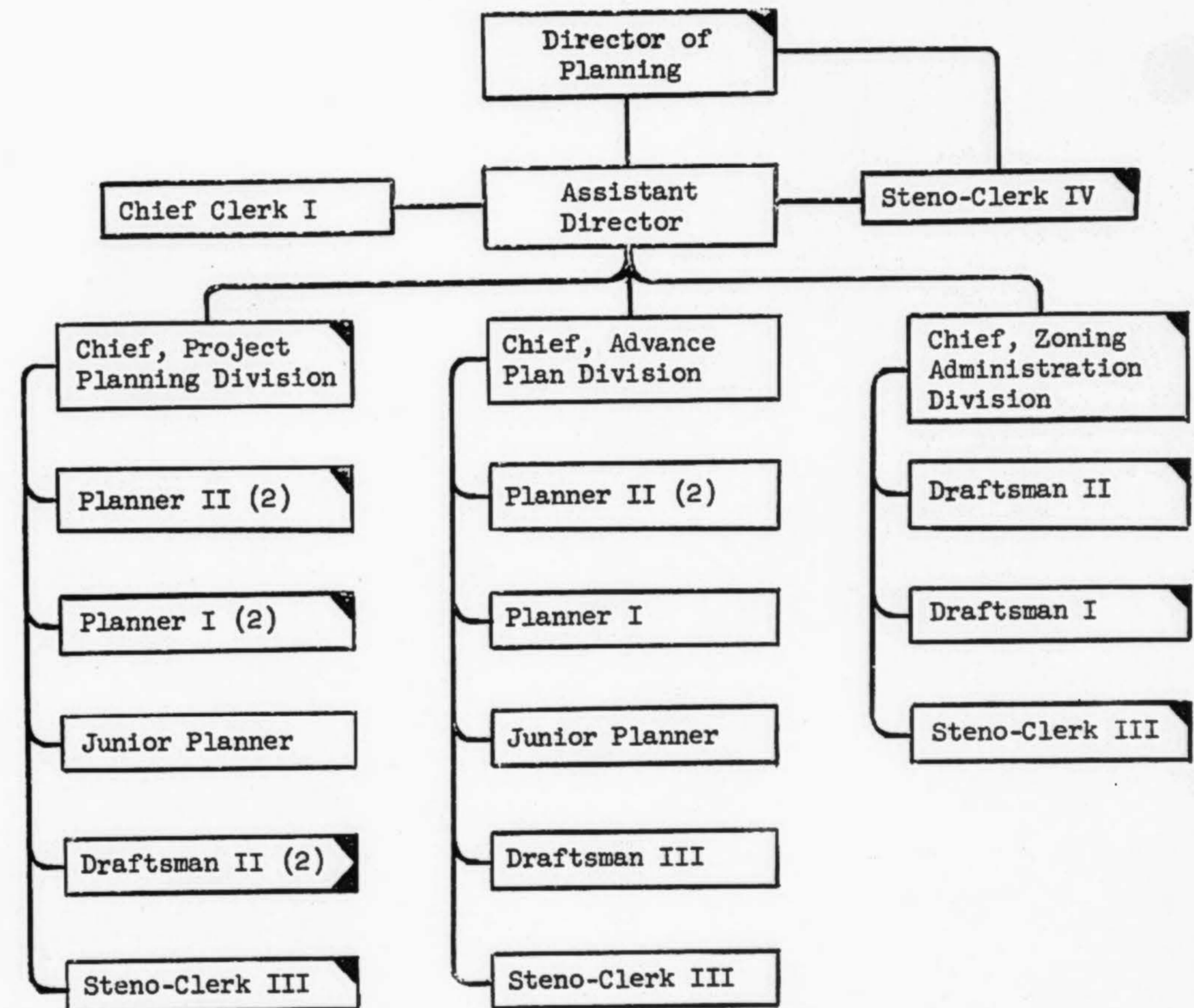
4. Zoning Administration:

Processing variances, permits and reclassifications
Maintenance of proper records and maps
Field investigations and reports on variances and permits
Discussion of zoning problems with property owners

Exhibit III

RECOMMENDED ORGANIZATION CHART

San Diego County Planning Department



Director and Assistant Director at grades comparable to like positions in City of San Diego.

Junior Planner - new position at grade between Planner I and Draftsman II.

▭ - One position now filled or to be filled early in 1954.

COPY

SAN DIEGO COUNTY PLANNING COMMISSION

Room 214 Civic Center

San Diego 1, California

November 16, 1953

To: Honorable Board of Supervisors

From: County Planning Commission

Subject: Resolutions By City Councils Requesting
"Fringe Area" Planning And Zoning

1. At various dates between May and September of this year, your Board referred to the County Planning Commission resolutions adopted by City Councils of the incorporated cities of San Diego County requesting "fringe area" planning and zoning. Such resolutions now have been received from the City Councils of Carlsbad, Chula Vista, Coronado, El Cajon, Escondido, La Mesa, National City, Oceanside, and San Diego.

2. Each of these resolutions calls attention to the urgent need for "fringe area" planning and zoning, and specifically requests your Board to:

a. Adopt by resolution a policy to adopt community master plans and to adopt zoning ordinances for "fringe areas" as rapidly as necessary technical work can be completed, and

b. Direct the County Planning Commission to prepare such community master plans and zoning ordinances, and to submit them to your Board as soon as possible.

3. At its regular meeting of November 13, 1953, the County Planning Commission approved without reservation these requests made by the City Council of every incorporated city in San Diego County, and recommended that your Board immediately take both actions noted in paragraph 2, above. The Commission believes that prompt, effective action by the County in the field of "fringe area" planning and zoning is essential for the proper development of these critical areas.

4. However, the Commission respectfully reminds your Board that its present staff and facilities are not adequate for it to make more than token progress on a program of such importance and magnitude. Reasonable progress on such a program can be made only if your Board provides the modest increase in staff and facilities which the Commission requested in its memorandum "Requirements For An Adequate County Planning Program" dated November 13, 1953.

San Diego County Planning Commission

/s/ Willis H. Miller
Willis H. Miller
Director of Planning

WEM:d
cc; Supervisors
City Councils
City Planning Commission
Chief Administrative Officer

SAN DIEGO COUNTY PLANNING COMMISSION

Room 214 Civic Center

San Diego 1, California

November 16, 1953

To: Honorable Board of Supervisors

From: County Planning Commission

Subject: Requirements For An Adequate Planning Program

1. At a joint meeting with your Board held on November 10, 1953, the County Planning Commission reported to your Board that its present staff and facilities are not sufficient to make reasonable progress on an adequate planning program for this large, rapidly growing County.

2. The Commission informed your Board about the status of its increasing back-log of important planning projects, practically all of which have been requested by your Board, by responsible groups of property owners and civic organizations, or by the nine incorporated cities of the County. The Commission also presented to your Board a program for the reorganization and expansion of the County Planning Department which would allow the Commission to make reasonable progress on an adequate planning program for San Diego County.

3. For your information and files there is attached a report to your Board entitled "Requirements For An Adequate County Planning Program", which was approved by the Planning Commission on November 13, 1953. The content of this report was the basis of the discussion of this subject by the Commission and your Board at the joint meeting held on November 10, 1953.

4. By this action, the Commission officially has called your attention to the critical situation which exists in this important field, and has recommended a solution for it. The Commission recognizes that your Board must make the policy decision about what corrective action, if any, is to be taken. The Commission respectfully requests your Board to make this decision within the near future.

San Diego County Planning Commission

Willis H. Miller

Willis H. Miller
Director of Planning

WEM:d

Encl. 1

cc: Supervisor Frank A. Gibson
Supervisor David W. Bird
Supervisor James A. Robbins
Supervisor Dan Rossi
Supervisor Dean E. Howell
Chief Administrative Officer



County of San Diego



WILLIS H. MILLER
DIRECTOR OF PLANNING

LORIN W. DEEWALL
ZONING ADMINISTRATOR

BARTLETT J. DUNN
CHIEF, PLANNING DIVISION

PLANNING DEPARTMENT

214 CIVIC CENTER
SAN DIEGO 1, CALIFORNIA
FRANKLIN 9-6061 - EXT. 438

November 20, 1953

COMMISSIONERS

F. J. HANSEN, CHAIRMAN
LA MESA

G. J. MARTIN, VICE-CHAIRMAN,
VISTA

RICHARD C. ADAMS, SECRETARY
LA MESA

STUART GREEN, DEL MAR

GEO. V. JOHNSON, NATIONAL CITY

JOHN C. MORRIS, SAN DIEGO

EX-OFFICIO

JAMES DON KELLER,
DISTRICT ATTORNEY

J. H. MACK, COUNTY SURVEYOR
AND ROAD COMMISSIONER

JEAN L. VINCENZ, DIRECTOR,
DEPARTMENT OF PUBLIC WORKS

Colonel Ed Fletcher
1020 - 9th Avenue
San Diego, California

My dear Colonel:

Sometime ago you were kind enough to ask me to let you know when the Planning Commission is confronted with a major problem concerning which you might be helpful. We now have such a situation which the Commission considers critical.

Enclosed please find a copy of a recent statement by the County Planning Commission to the Board of Supervisors about its large and growing backlog of urgent planning projects, and requirements for an adequate County planning program.

The Commission simply does not have the facilities to make reasonable progress on its important job. Accordingly, the Commission has recommended to the Board of Supervisors that its staff be increased by twelve. That is the difference between a planning program reasonably able to meet the needs of this large, rapidly growing County, and one which is too little and too late. It is expected that the Board of Supervisors make a policy decision on this recommendation within the near future.

Please know that I appreciate your attention to this matter which is of mutual concern because both of us are genuinely interested in the proper development of San Diego County.

With best personal regards, I am

Yours very truly,

Willis

Willis H. Miller
Director of Planning

WEM:d
Encl.

Ed Fletcher Papers

1870-1955

MSS.81

Box: 24 Folder: 6

**General Correspondence - San Diego
County - Planning Commission**



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