

SAN DIEGO UNIFIED SCHOOL DISTRICT  
Office of Special Projects  
Real Estate Department

PROTEST PROCESS FOR SAN DIEGO UNIFIED SCHOOL DISTRICT FEES ON DEVELOPMENT  
PROJECTS PURSUANT TO EDUCATION CODE SECTIONS 17620 AND 17621

(Approved by the Board of Education on February 3, 1987)  
Revised October 6, 1987, September 10, 1996 and January 14, 2014)

1. Prior to filing a protest to be exempted from the assessment of school development fees, the building permit applicant must pay in full all school fees for the project at issue.
2. Any protest by a building permit applicant must be made in writing and filed with the District's Superintendent. The protest must contain a statement specifying the nature of the project, the plan file number, the date the project building permit application was filed, and any other points to support the protest. The protest must also specify the exemption requested and all grounds in support of the protest.
3. The Superintendent, or his designee, shall respond in writing to a protest within thirty (30) days from the date of receipt of the protest. The response shall contain the Superintendent's decision on the protest, and a statement of the reasons supporting the decision.
4. For commercial and industrial projects only, a protester who is dissatisfied with the Superintendent's decision may request a review of the decision by the District's Board of Education. A request for review must be in writing and must be filed with the Superintendent no later than ten (10) days from the date of the Superintendent's decision. The request must contain a statement of all grounds in support of the protest.
5. The Board of Education shall consider and act upon a request for review at a public meeting not later than thirty (30) days from the date of the filing of the request. A protester may appear before and address the Board on the protest. The Board shall cause written notice of the decision to be mailed to the protester within ten (10) days after the public meeting at which the Board acted upon the protest.
6. Please address your correspondence to:

Superintendent of Public Education  
San Diego Unified School District  
4100 Normal Street  
San Diego, CA 92103-2682