County of San Diego
Permanent Road Division Zone
Formation Steps

A Permanent Road Division Zone (PRD Zone) is a district which provides property owners a mechanism to pay for private road maintenance in a geographically defined area. Road maintenance services are paid by the property owners through special benefit assessments/taxes that are placed on the tax rolls, which are voted on by the landowners themselves. The boundaries of the PRD Zone generally include properties fronting on or using the road(s) and services are provided by the Department of Public Works through contractors.

PRD Zone General Information

- The formation process can take 18 to 24 months.
- Formation costs are estimated to be around $30,000, but actual costs can vary for each PRD and must be shared among all benefiting properties.
- All road committee meetings will be open to the affected property owners.
- Should formation be successful, the road(s) must be declared “public” and access to the public cannot be blocked, denied, or gated.
- Roads proposed to be maintained must be connected to a County/State maintained road.
- The road(s) must be officially named.

Formation Steps

Step 1: A Road Committee is established by the property owners. An appointment is made with the County to review a map and to designate the properties to be serviced by the PRD Zone. At the meeting, we can help answer questions you may have regarding the formation process and timeline.

Step 2: Road Committee submits the Expression of Interest form and proposed map of the PRD Zone to the County.

Step 3: County staff will conduct a site visit to develop a cost estimate.

Step 4: Assessment engineer will review the proposed map and determines the estimated cost per parcel and type of PRD Zone that will be formed. For PRD Zones that wish to take out a loan using the Permanent Road Division Internal Service Fund for necessary road work, an estimated repayment schedule will be prepared.

Step 5: Road Committee schedules a meeting with all property owners within the proposed district. At the meeting, the County will explain the formation process, the cost estimate, and the estimated charge per parcel. The County will also provide a petition for formation and public road certification form to the Road Committee.

Step 6: Road Committee gathers property owner signatures on the petition for formation and public road certifications and submits to the County.

Step 7: County finalizes the assessment engineer’s report and prepares a request to the Board of Supervisors for formation and assessment ballot/election.

Step 8: The election results are certified at a formal meeting of the Board of Supervisors and if the formation is approved, the assessment/special tax will be added to the tax rolls.

County of San Diego Permanent Road Division Zone Website
Permanent Road Division Program (sandiegocounty.gov)