When a discretionary permit application is submitted, staff will review the information for completeness. The application will be routed to County staff and to outside agencies as necessary to review project specific information. Once reviews are complete, staff will provide project specific corrections to the applicant which may go beyond the standard corrections. The applicant shall resubmit responses to the comments and updated documents as necessary. Please note the standard corrections listed below may not apply to every project. The corrections include the most common items reviewed by County staff and depending on the type of project, not all comments may apply to your specific project.

Once the project conforms to all applicable requirements of the General Plan, Zoning Code, CEQA and the Community Planning / Sponsor Group and/or Design Review Board recommendations, to the satisfaction of the Project Planning Division, a "Application Amendment Form" will be issued by the Project Planning Division. The applicant must sign and return the letter, thereby agreeing to the conditions of approval.

The permit type determines the decision maker. In some situations, the Director of Development Services will be the decision maker. In other cases, the Zoning Administrator, Planning Commission, or Board of Supervisors may be the decision maker. Once a final decision has been rendered, it is the applicant's responsibility to comply with all conditions of permit approval in a timely manner.

Prior to submittal of a discretionary permit application, please review the items listed below. Following this guidance document will ensure more timely processing for your project. When a submittal package does not address potential key items, it may cause delays in permit processing. When your project clearly shows what you intend to build and how you intend to address common key project issues, costly and time-consuming errors can be avoided.

Planning & Development Services (PDS) Standard Corrections

COMMON MAJOR PROJECT ISSUES

Item	Subject Area	Issue or Information Required	Helpful Links and Resources
1	Dead-End Road Length	For projects that propose additional development (adding homes, increasing occupancy), confirm the project does not exceed the maximum allowable dead-end road length. The maximum length of the road is determined by the lots sizes. * 800' (<1ac) * 1,320 (1-4.9ac) * 2,640 (5-19.9ac) * 5,280 (>20ac) If secondary access is provided, please provide evidence that there is an existing recorded road easement that allows vehicular access to the project. Please note that the project will likely be required to make improvements to the secondary access road to ensure it meets Fire Code requirements.	
2	California Environmental Quality Act (CEQA)	The California Environmental Quality Act or CEQA is a state law that aims to protect and enhance the environment. Discretionary permits are required to analyze their potential impacts on the environment, which can take additional time and result in additional project costs. Depending on the specifics of the project and site, the environmental analysis can include preparation of extenstive environmental studies. Please coordinate with your project manager early on to discuss the scope of the environmental analysis and studies that may be required, including biology, greenhoue gas emissions and vehicle miles traveled (VMT).	
3	Vehicle Miles Traveled (VMT)	The proposed project may be required to comply with the California Environmental Quality Act (CEQA), including Vehicle Miles Traveled (VMT). Please confirm the project is located within	To view the County's TSG, please visit: https://www.sandiegocounty.gov/content/s dc/pds/SB743.html
4	Road Improvements	Depending on the type and scale of the project, the project may be required to make improvements to surrounding roads, including road widening, and installation of curb, gutter, and sidewalk as well as bike lanes. Please coordinate with your project manager early on to discuss the potential improvements.	

5	Conditions of Approval	During the discetionary process, staff will prepare draft project conditions for your review. Please ensure that you read the conditions carefully to ensure all conditions can be implemented. Once a project is approved, certain conditions must be satisifed before a project can move forward. Some conditions may require a substantil financial investment as well, including mitigation and road improvements. Please also be aware that many permits have an expiration date and to make sure you move forward witht the project and conditions before the project moves forward. Planning & Development Services	
Item	Subject Area	Issue or Information Required	Helpful Links and Resources
1	Building Code Compliance	Please note we recommend coordinating with the Building Division early in the process to ensure the proposed structure(s) comply with the Building Code. Building code compliance is not checked during discretionary review.	Residential checklist: Microsoft Word - pds498 public.docx Commercial checklist: Microsoft Word - pds492 public.docx
2	Complete Application	Please ensure your application is complete and that all required forms and studies have been submitted with the application.	For a list of PDS Permit Applications, please visit: https://www.sandiegocounty.gov/content/sdc/pds/zoning/ZoningPermits.html
3	California Environmental Quality Act (CEQA)	Note: CEQA is a state law that aims to protect and enhance the environment. Discretionary permits are required to analyze their potential impact on the environment based on State law. Upon submittal of a discretionary permit application, staff will determine what environmental documents will be required, including the potential for environmental studies like biology, fire protection, cultural, etc Based on the results of the analysis, an environmental document will be prepared and could include public review in accordance with CEQA requirements, prior to approval of the project. A project may qualify for one of the following: CEQA Exemption 15183 Exemption/Special Circumstance Mitigated Negative Declaration (MND) Environmental Impact Report (EIR)	
4	California Environmental Quality Act (CEQA)	Note: A CEQA Exemption may be granted if a project is does not have impacts on the environment and is exempt under State law. CEQA exemptions assist in streamlining projects and avoid additional project costs. Preparation of a 15183 can take up to 12 months to process. A 15183 Exemption is a categorical exemption used for housing projects that comply with the County's General Plan and Zoning. 15183 Exemption requires public disclosure and a Zoning Administrator Hearing.	
5	California Environmental Quality Act (CEQA)	Note: A Negative Declaration (ND) or Mitigated Negative Declaration (MND) is a type of environmental document that evaluates the potential impacts of a proposed development project and proposes mitigation measures to minimize or eliminate those impacts. Preparation of a MND or ND typically takes approximately 12 to 18 months to process.	
6	California Environmental Quality Act (CEQA)	Note: An Environmental Impact Report is required when it is determined that a project may have potential substantial adverse impacts on the environment. Preparation of a EIR generally takes more time and costs compared to other CEQA documents. This process can take 2-3 years on average, but depends on the scale and complexity of the project.	
7	Community Planning/Sponsor Group	Most discretionary projects require a recommendation from the applicable community planning or sponsor group and/or design review board. Staff recommendeds early coordination with the local groups to receive preliminary feedback on a proposed	For a list of the County's local planning groups, please visit: https://www.sandiegocounty.gov/content/sdc/pds/CommunityGroups

8	Infrastructure, Utilities, Services, and Easements	As part of the review process and based on the scope and details of your project, staff will determine the infrastructure improvements that may be required for your project. Infrastructure improvements may include road improvements (street widening), access improvements (driveway and parking), and public right-ofway dedications (dedicating recorded road easements).	
		A number of permit applications require service availability forms (PDS-399S, PDS-399W, PDS-399F, and PDS-399SC) are to be submitted from the applicable district (sewer district, water district, fire district, and schools). If sewer or water infrastructure is not available, a property is likely	
9	Infrastructure, Utilities, Services, and Easements	not connected to sewer or municipal water, or that the existing infrastructure is inadequate. As a result, alternative solutions such as septic systems, on-site wastewater treatment, or independent water sources (well water) may be needed to meet the specific needs of the property or development. It is important to consult with utility providers to explore available options. Additional studies will likely be required for projects that do not have sewer or water service.	
10	Infrastructure, Utilities, Services, and Easements	If a plot plan is required for the project, please identify and label all easements on the plot plan or map submitted. A Title Report may be needed to identify the location of all the existing easements on the property.	
		Any construction or proposed work within an easement requires the authorization of the applicable owner or grantee of the easement. Please provide letters of authorization if applicable.	
11	Legal Lot	The County needs evidence to verify that the property was created legally. Please provide documentation that the property constitutes a legal lot. Please see Policy G-3 for additional information on how the County determines legal lot.	To view the County's G-3 Policy regarding legal lot status, please visit: https://www.sandiegocounty.gov/pds/zoning/formfields/POLICY-G-3.pdf
		Provide a copy of the current Grant Deed as proof ownership.	
12	Proof of Ownership/Letter of Authorization	The property owner must submit a signed letter of authorization for an individual or organization to file a permit application on the property. A letter of authorization grants permission to an individual or organization to apply for and/or obtain a discretionary permit on their behalf.	
13	Minimum Plot Plan Requirements/Detailed Project Description	A plot plan and other drawings are required to help staff and other stakeholders understand the project scope and ensure that the proposed development aligns with the applicable requirements and the surrounding environment. Please review the County's	requirements, please visit: https://www.sandiegocounty.gov/pds/docs
14	Zoning - Parking	Please provide a parking summary that shows the parking required by Section 6750 of the Zoning Ordinance. Please provide the following additional details: 1. Parking space dimensions 2. Driveway dimensions	/pds090.pdf To view the County's Parking requirements, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/zoning/z6000-REV-09-22.pdf.
15	Zoning - Setbacks	Please show all required setbacks on the plot plan and ensure all required setbacks are met. Please refer to Section 4800 of the Zoning Ordinance.	To view the County's Setback requirements, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/zoning/z4000.pdf For setback drawings, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/zoning/formfields/PDS-PLN-
16	Zoning - Height/Story	Please label the height of the proposed structure on the plans. Please ensure the proposed height and number of stories comply with Section 4600 of the Zoning Ordinance.	306.pdf To view the County's Setback requirements, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/zoning/z4000.pdf For setback drawings, please visit: https://www.sandiegocounty.gov/content/
			dam/sdc/pds/zoning/formfields/PDS-PLN- 306.pdf

17	Zoning - Lighting Plan	For commercial and industrial projects, please prepare a lighting plan to ensure compliance with the Zoning Ordinance and Light	https://www.sandiegocounty.gov/content/ dam/sdc/pds/docs/pds211.pdf
18	Zoning - Density	Pollution Code. If the project proposes housing, please indicate the density (number of housing units). Please ensure it complies with the density allowed by the General Plan and zoning for the site.	<u> </u>
19	General Plan Consistency	Please ensure the project complies with all applicable County of San Diego General Plan policies.	To view the County's General Plan, please visit: https://www.sandiegocounty.gov/content/sdc/pds/generalplan.html
20	Community Plan Consistency	Please ensure the project complies with the applicable Community Plan and associated policies.	To view the County's various community and subregional plans, please visit: https://www.sandiegocounty.gov/content/sdc/pds/generalplan/GP-Communities.html#Communities
21	Subdivision Ordinance	If a subdivision map (Tentative Map or Tentative Parcel Map) is proposed, please ensure all proposed lots conform to design criteria under Section 81.401 of the Subdivision Ordinance.	To view the County's Subdivision Ordinance, please visit: https://www.sandiegocounty.gov/content/ dam/sdc/pds/ProjectPlanning/docs/Subdi visionOrdinance.pdf
22	Steep Slopes	Please provide a steep slope analysis and ensure the project complies with the Resource Protection Ordinance (RPO). If the site has steep slopes, open space easements may be required and the amount of encroachment into steep slopes may be limited. Please refer to form PDS-374 for a list of projects that are required to submit a steep slope analysis.	To view information about the County's Resource Protection Ordinance, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/zoning/formfields/PDS-PLN-374.pdf
23	Slope/Density	For subdivisions proposed within the Semi-Rural 0.5, 1, 2, 4 and 10 General Plan Land Use Designations, please provide a density calculation and ensure your project complies with the allowed density per Table LU-2 of the General Plan, which is based on slopes.	To view the County's General Plan density formula, please visit: https://www.sandiegocounty.gov/content/ dam/sdc/pds/gpupdate/docs/GP/LandUse Element.pdf
24	Landscaping	For all projects listed in Section 86.703 of the County of San Diego Landscaping Ordinance or that include grading, please submit a preliminary landscape plan. This generally includes all projects that propose over 500 square feet of landscaping or 2,500 square feet of modified landscape area. Note - Requirements for landscaping are based on the County of San Diego's Water Conservation in Landscaping Ordinance, the Water Efficient Landscape Design Manual, the Grading Ordinance, the County of San Diego Parking Design Manual, the local Community Plan/Design Guidelines, and local fire district.	https://www.sandiegocounty.gov/content/dam/sdc/pds/advance/LandscapeOrdinance/Water-Conservation-In-Landscaping-Ordinance_06.24.20.pdf
25	Density Bonus	State law allows an increase in density and housing units if the project includes deed restricted affordable housing units. A Density Bonus Permit is required prior to moving forward with a density bonus project. Please see form PDS-338 for more information regarding the requirements for a density bonus project.	https://www.sandiegocounty.gov/content/ dam/sdc/pds/zoning/formfields/PDS-PLN- 338.pdf
27	Code Compliance	If the project involves a code compliance case, please obtain approval from your Code Compliance Officer prior to submittal (stamp on the proposed plans).	
28	Inclusionary housing	Please note that the County is currently in the process of preparing an Inclusionary Housing Ordinance for consideration by the Board of Supervisors in 2024. If adopted, the ordinance could require projects to provide deed restricted affordable housing units, which would require an agreement with County Housing and Community Development Services. Please contact your project manager, if you have any additional questions regarding the proposed ordinance.	

29	Biological Resources	Projects with biological resources present onsite must comply with various requirements and ordinances, including the Biological Mitigation Ordinance (BMO) which implements the Multiple Species Conservation Program (MSCP), the Habitat Loss Permit (HLP) Ordinance and the Resource Protection Ordinance (RPO), among others. Projects that impact biological resources are required to provide compensatory mitigation, either through onsite conservation or in offsite mitigation banks. Biological mitigation can cost thousands of dollars per acre depending on the type of vegetation. Depending on the biological resources present on the site, there could be requirements to obtain permit approvals from other agencies outside the County, including the United States Fish and Wildlife Service, the California Department of Fish and Wildlife, the Army Corps of Engineers and the Regional Water Quality Control Board.	To view the County's BMO, HLP Ordinance and RPO, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/mscp/docs/SCMSCP/BMO_Update_2010.pdf https://www.sandiegocounty.gov/content/dam/sdc/pds/docs/res_prot_ord.pdf https://www.sandiegocounty.gov/content/dam/sdc/pds/ProjectPlanning/docs/HLP-Ord8365.pdf
		Department of Environmental Health and Quality	
Item	Subject Area	Issue or Information Required	
1	Wastewater	As part of the review process and based on the scope and details of your project, DEHQ staff will determine if the improvements meet the minimum requirements of the Local Agency Management Program or are subject to review by the Regional Water Quality Control Board. Projects generating wastewater and not served by public sewer will require an onsite wastewater treatment (septic) system design to be approved by DEHQ, followed by a DEHQ septic system installation permit. A septic system permit is obtained at the DEHQ Public Service Counter located at 5510 Overland Avenue, San Diego 92123, once the applicant demonstrates that the building plans match the approved septic layout and payment is received. Timeline: Preparation of septic system design must be completed by an approved professional such as a Registered Environmental Health Specialist (REHS) or engineer. The process of designing a system can take several months and will typically include the installation of a deep boring for groundwater monitoring.	To view the County's septic requirements, please visit: https://www.sandiegocounty.gov/content/sdc/deh/lwqd/lu_septic_systems.html For information on the Regional Board's requirements, please visit: https://www.waterboards.ca.gov/sandiego
2	Grading	As part of the review process and based on the scope and details of your project, DEHQ staff will determine if the improvements meet the minimum requirements of the Local Agency Management Program. DEHQ will review the grading plan and conduct an inspection upon completion of grading, for impacts to existing or proposed onsite wastewater treatment (septic) systems on the project and adjacent properties.	
3	Use	As part of the review process and based on the scope and details of your project, DEHQ staff will determine and identify any DEHQ permits required for the project, such as Hazmat, Food, Mobile Home Park, Well, etc.	For additional information regarding DEHQ, please visit: https://www.sdcdehq.org
4	Potable Water	As part of the review process and based on the scope and details of your project, DEHQ staff will verify the source of potable water and determine if the improvements require water quality testing or the creation of a public water system, regulated by State Water Resources Control Board, or a State Small Water System, regulated by DEHQ. Timeline: The creation of a public water system requires significant review by the State Water Resources Control Board and an application to be submitted a minimum of 6 months in advance of any proposed construction.	For information regarding wells and potable water requirements, please visit: https://www.sandiegocounty.gov/content/dam/sdc/deh/lwqd/water_well_sampling.pdf https://www.sandiegocounty.gov/content/sdc/deh/lwqd/lu_sws.html https://www.waterboards.ca.gov/drinking_water/programs/
		Department of Parks and Recreation	
Item	Subject Area	Issue or Information Required	

1	Parkland	Department of Parks and Recreation (DPR) is providing the following comments as guidance in order to assist the project in meeting the many codes, regulations, and initiatives that apply such as the California Environmental Quality Act, the Park Land Dedication Ordinance (PLDO), DPR's Active Living Design Guidelines, the County General Plan, and the County's Strategic Initiatives. The PLDO requires dedication of parks, payment of park impact fees, or a combination of both for private residential development projects . For residential subdivision and condominium projects with more than 50 dwelling units , the County may require dedication of park land as condition of approval for any discretionary project. For residential development projects with 50 of fewer dwelling units, only the payment of park impact fees is required.	
2	Parkland/Fees	If the project is required to provide parkland under the County's PLDO, the requirements are set forth in the PLDO for the Local Park Planning Area (LPPA). An example is provided below. LPPA: ex. Fallbrook Dwelling Unit (DU) Proposed: ex.124 Square Feet (s.f.) / DU Required by PLDO: ex. 393.35 s.f. Total PLDO Acreage Required: ex. 1.12 acres PLDO Fee per DU: ex.\$4,331	To view the County's PLDO requirements, please visit: https://www.sdparks.org/content/sdparks/en/AboutUs/Plans/pldo.html#:~:text=The %20PLDO%20divides%20the%20County, land%20dedication%20per%20dwelling% 20unit
3	Parkland	Dedication of park land is more preferred than the payment of Park In-Lieu Fees. Whether the County accepts land dedication or elects to require payment of the Park In-Lieu Fee, or a combination of both, shall be determined by consideration pursuant to Section SEC. 810.105. The County may require the applicant to dedicate land, pay fees in lieu thereof, or a combination of both. Park staff will work with PDS and the applicant to make this determination.	
4	County Parks	If the project is in close proximity to an existing County park, County staff staff will work with the applicant to ensure the project does not impact park facilities and address potential concerns.	
		County Fire District	
Item	Subject Area	Issue or Information Required	
1	Travel Time	Please confirm that the project complies with the required emergency response/travel time requirements within Table S-3 of the General Plan. This response time will be indicated on the fire service availability form (399F).	To view the County's Safety Element and travel time requirements, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/gpupdate/SafetyElement-Aug2021.pdf
2	Fire Protection Plan	Please coordinate with your local fire district to determine if a fire protection plan is required. Please note that for most projects located in a High/Very High Fire Hazard Severity Zone, a Fire Protection Plan is required.	To view the County's Fire Protection Plan requirements, please visit: https://www.sandiegocounty.gov/content/sdc/pds/procguid.html#wildland
3	Fuel Modification	Please show 100 feet of fire clearing around all proposed dwellings. Verify this fuel modification zone is contained on-site and does not encroach into existing or proposed open space.	To view the County's Consolidated Fire Code, please visit: https://www.sandiegocounty.gov/pds/docs/cosd-fire-code.pdf
4	Dead-End Road Length	Confirm the project does not exceed the maximum allowable dead-end road length. The maximum length of the road is determined by the lots sizes. * 800' (<1ac) * 1,320 (1-4.9ac) * 2,640 (5-19.9ac) * 5,280 (>20ac)	

5	Access Roads	Fire apparatus access roads, including private residential driveways, shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall extend to within 150 feet of all portions of the project and all portions of the exterior walls of the first story of a building as measured by an approved route around the exterior of the building or facility. (County Fire Code § 503.1.1).	
6	Access Roads	Fire apparatus access roads shall have an unobstructed improved width of not less than 24 feet. Exception: single family residential driveways serving no more than two single-family dwellings shall have a minimum of 16 feet of unobstructed improved width. All fire apparatus access roads shall have an unobstructed vertical clearance of not less than 13 feet 6 inches. (County Fire Code § 503.2.1)	
7	Access Roads	The inside turning radius of a fire apparatus access road shall be a minimum of 28 feet, or as approved by the fire code official. (County Fire Code § 503.2.4)	
8	Access Roads	The grade of a fire apparatus access roadway shall not exceed 20.0%. Standard cross-slope shall be 2%, minimum cross slope shall be 1%, maximum cross slope shall be 5%. The angle of departure and angle of approach shall not exceed 7 degrees (12%) (County Fire Code § 503.2.7, 503.2.7.1 & 503.2.8)	
9	Gates	Please show the location of all gated access points, including clear opening width and gate operation; i.e. rolling, swinging, etc. All gates or other structures or devices that could obstruct fire access roadways or otherwise hinder emergency operations are prohibited unless they meet standards and receive specific plan approval from the fire code official. (County Fire Code § 503.6)	
10	Key Boxes	Please show the location of an emergency access key box. Approved key boxes are required when access to or within a structure or an area is unduly difficult because of secured openings, or where immediate access is necessary for life-saving or firefighting purposes. (County Fire Code § 506.1.3)	
11	Turnarounds	All dead-end fire access roads, including private residential driveways, in excess of 150 feet in length shall be provided with an approved means for turning around emergency apparatus. In addition, for private residential driveways that are determined to be over length by the fire code official, turnouts are required (County Fire Code § 503.2.5, 503.2.9 & 503.2.1)	
		Land Development	
Item	Subject Area	Issue or Information Required	
1	Preliminary Grading Plan	The applicant for a Tentative Map or Tentative Parcel Map shall file a grading plan with the map showing grading for construction or installation of all improvements to serve the subdivision. The grading plan shall also show feasible grading for the creation of building sites on each lot and driveway access for each lot. The level of detail required for the grading plan may be less than what is required for actual construction but shall be sufficient to allow analysis of all onsite and offsite environmental impacts and mitigation measures including "best management practices" as the term is defined in Section 67.802. Submit a Preliminary Grading Plan.	To view the County's requirements for Preliminary Grading Plans, please visit: https://www.sandiegocounty.gov/content/dam/sdc/pds/LandDevelopement/prelimin arygradingplanguidelines.pdf Grading Ordinance http://www.sdcounty.ca.gov/dpw/land/land pdf/gradingordinance.pdf
2	Subdivision	Subdivision maps (Tentative Map or Tentative Parcel Map) shall conform to all requirements of the subdivision ordinance including: dedication, access, improvements, lot configuration, etc.	To view the County's Subdivision Ordinance, please visit: https://www.sandiegocounty.gov/content/ dam/sdc/pds/ProjectPlanning/docs/Subdi visionOrdinance.pdf

3	Outside Jurisdictions	If the project proposes encroachments into existing right-of-way or easements under the jurisdiction of an entity other than the County (Federal/State agency, municipality, utility company, private land owner, etc) it is the applicants responsibility to have the project reviewed and approved by the outside jurisdiction prior to the encroachment. Each request to use an easement or right-of-way outside the County jurisdiction will be reviewed on a case-by-case basis and may require additional permit by the outside agency.	
4	Outside Jurisdictions	The subject property contains wetlands, a lake, a stream, and/or waters of the U.S. which may be subject to regulation by State and/or federal agencies, including, but not limited to, the Regional Water Quality Control Board, U.S. Army Corps of Engineers and the California Department of Fish and Wildlife. It is the applicant's responsibility to consult with each agency to determine if a permit, agreement or other approval is required and to obtain all necessary permits, agreements or approvals before commencing any activity which could impact the wetlands, lake, stream, and/or waters of the U.S. on the subject property. The agency contact information is provided below. U.S. Army Corps of Engineers: 6010 Hidden Valley Rd, Suite 105, Carlsbad, CA 92011-4219; (858) 674-5386; http://www.usace.army.mil/ Regional Water Quality Control Board: 9174 Sky Park Court, Suite 100, San Diego, CA 92123-4340; (858) 467-2952; http://www.waterboards.ca.gov/sandiego/ California Department of Fish and Wildlife: 3883 Ruffin Rd., San Diego, CA 92123; (858) 467-4201; http://www.dfg.ca.gov/	
5	Roads	All proposed Public Road and Private Road improvements, along with dedications, irrevocable offer of dedications and easements shall comply with the the San Diego County General Plan, Subdivision Ordinance and the San Diego County Public Road Standards or Private Road Standards. A Design Exception Request (DER) is required for any modification or deviation from these standards to the satisfaction of the Dept. of Public Works (DPW), Fire Protections District and PDS. Submittal of a DER does not guarantee approval by DPW and PDS.	To view the County's road standards, please visit: Public Road Standards: https://www.sandiegocounty.gov/content/ dam/sdc/dpw/COUNTY_ROADS/roadspdf /pbrdstds.pdf Private Road Standards: https://www.sandiegocounty.gov/content/ dam/sdc/pds/LandDevelopement/PRRDS T.pdf
6	Centerline Review	Project is fronting a Public Road, maintained by the County of San Diego. The project is subject to the Board of Supervisors I-18 Policy and/or Centerline review process (County Code Section 51.301 et al.). Additional right-of way dedication and improvements may be required based on the scope of the project, Public Road Standards and the impacts identified in the traffic impact study.	To review the County's Centerline Ordinance and associated documents, visit: Board Policy I-18:
7	ROW/Construction Permits	A separate right-of-way/ construction/ encroachment/ excavation permit is required for any work/improvements within the County right-of-way.	https://www.sandiegocounty.gov/content/dam/sdc/dpw/PERMITS_FORMS_CHAR_TS_DRAWINGS_MANUALS_TEMPLATE_S_GUIDES/Construction%20Permit%20Br_ochure.pdf

8	Design Exception Request	Any requests to deviate from County standards requires a Design Exception Request. If a Design Exception Request is required, please submit the information required and staff will review the request and determine whether the request can be supported.	https://www.sandiegocounty.gov/content/dam/sdc/dpw/PERMITS_FORMS_CHAR_TS_DRAWINGS_MANUALS_TEMPLATE_S_GUIDES/ExceptionModificationForm.p
9	Joint Use Agreement	The applicant processing the project should be aware that a Joint Use Agreement (JUA) is required for any existing district or utility easement that could be in conflict with a new dedicated road. It is recommended to design around utility easement conflicts when possible because getting the JUAs signed can be a long and expensive process.	<u>df</u>
10	Grading / Improvement Plans	Grading and Improvement Plans are discretionary permit applications and must substantially conform to any previous discretionary land use approval and the Grading Ordinance. Ensure a Preliminary Title Report and all plotable easements are shown. Project specific structural and geotechnical reports may be required.	https://codelibrary.amlegal.com/codes/san_d iego/latest/sandiego_regs/0-0-0-87710
11	Grading / Improvement Plans	Grading plans cannot be approved until TM/TPM/MUP/STP has been approved and a Parcel/Final Map has been recorded. This includes satisfying all applicable project conditions related to the discretionary permit. Reference County of San Diego Grading Ordinance Section 87.211(b) and Board Policy I-60.	
12	Drainage Study	Drainage Study's must be prepared in accordance with the County of San Diego Hydrology Manual and the San Diego County Hydraulics Design Manual.	Hydrology Manual: https://www.sandiegocounty.gov/content/dam/ sdc/dpw/FLOOD_CONTROL/floodcontroldocu ments/hydro-hydrologymanual.pdf Hydraulics Manual https://www.sandiegocounty.gov/content/dam/ sdc/dpw/FLOOD_CONTROL/floodcontroldocu ments/hydraulic_design_manual_2014.pdf
13	Drainage Study	In the narrative of the report please provide a summary table of: pre- and post- development C, Tc, I, A,V100, Q100 without mitigation and Q100 with mitigation for each area (or point) where drainage discharges from the project. Peak runoff rates (cfs), velocities (fps) and identification of all erosive velocities (at all points of discharge) calculations for pre-development and post-development. The comparisons should be made about the same discharge points for each drainage basin affecting the site and adjacent properties. Per Section 1.3 Drainage Law of the Hydraulic Design Manual, 2014: upstream landowners may not increase the volume or velocity (including diversion) of surface flows to the detriment of downstream landowners consistent with "good neighbor" policies.	
14	Storm Water Quailty Managemetn Plan (SWQMP)	A Storm Water Quailty Managemetn Plan is required for ALL permits. The Storm Water Intake Form establishes the SWQMP requirements for Development Projects per Sections 67.809 and 67.811 of the County of San Diego Watershed Protection Ordinance (WPO). The appropriate SWQMP shall be prepared utilizing the most current County of San Diego BMP Design Manual and Standard or Priority Development Project (PDP) SWQMP template,	Storm Water Intake Form: https://www.sandiegocounty.gov/content/ dam/sdc/dpw/WATERSHED_PROTECTI ON_PROGRAM/watershedpdf/Dev_Sup/I ntake_Form.pdf BMP Design Manual: https://www.sandiegocounty.gov/content/s dc/dpw/watersheds/DevelopmentandCon struction/BMP_Design_Manual.html Submittal Templates: https://www.sandiegocounty.gov/content/s dc/dpw/watersheds/DevelopmentandCon struction.html

		The 2013 MS4 Permit sets forth more stringent PDP requirements for the implementation of Hydromodification management BMPs on-site. In particular, it eliminates some previously established Hydromodification management exemptions, requires a more stringent standard of flow control, and introduces requirements to avoid impacts to areas that serve	
15	Hydromodification	as sources of coarse sediment to receiving waters. Except as exempted below, the following performance standards are applicable to all PDPs. • Flow Control Standards – PDP Post-project runoff conditions (flow rates and durations) must not exceed pre-development runoff conditions, where pre-development refers to naturally occurring conditions at a site before any form of development occurred. • Critical Coarse Sediment Yield Areas – Critical coarse sediment yield areas identified in Figure A.4 of the Watershed Management Area Analysis (available at projectcleanwater.org) must be avoided or measures must be implemented that allow critical coarse sediment to be discharged to receiving waters such that there is no net impact to the receiving water.	
16	Sight Distance Study for Public Road Connections	Provide a sight distance study to demonstrate that: Adequate intersectional sight distance in both directions along PUBLIC ROAD from the proposed driveway is achievable per Section 6.1.E, Table 5 of the County Public Road Standards (approved March 2012). If the lines of sight fall within the existing public road right-of-way, the engineer or surveyor shall further certify that: "said lines of sight fall within the existing right-of-way and a clear space easement is not required."	Public Road Standards: http://www.sandiegocounty.gov/content/d am/sdc/dpw/COUNTY_ROADS/roadspdf/ pbrdstds.pdf
14	Cubicat Avea	Department of Public Works - Field Engineering	Halinfiel Links and Daggeres
Item	Subject Area	Issue or Information Required	Helpful Links and Resources
		If the project is proposing an increase in runoff, it must be demonstrated quantitatively using County methodology that the	
1	Drainage	increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post project flows to pre project conditions.	For additional information regarding the County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html
2	Drainage Drainage	increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post	County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/s
		increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post project flows to pre project conditions. Projects proposing to tie into County maintained facilities will require significant analysis regardless of an increase in runoff to said facility. It must be demonstrated that after the connection the facility is still in compliance with all standards included in the County hydraulics manual. Projects need to take every possible measure to ensure that public flows from the County R/W and private flows from outside the R/W received by BMPs are not comingled.	County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html
2	Drainage	increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post project flows to pre project conditions. Projects proposing to tie into County maintained facilities will require significant analysis regardless of an increase in runoff to said facility. It must be demonstrated that after the connection the facility is still in compliance with all standards included in the County hydraulics manual. Projects need to take every possible measure to ensure that public flows from the County R/W and private flows from outside the R/W received by BMPs are not comingled. All roads, drainage facilities, and BMPs need to be clearly labeled as private or public.	County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html
2	Drainage BMPs	increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post project flows to pre project conditions. Projects proposing to tie into County maintained facilities will require significant analysis regardless of an increase in runoff to said facility. It must be demonstrated that after the connection the facility is still in compliance with all standards included in the County hydraulics manual. Projects need to take every possible measure to ensure that public flows from the County R/W and private flows from outside the R/W received by BMPs are not comingled. All roads, drainage facilities, and BMPs need to be clearly labeled	County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html
3 4	Drainage BMPs Plans	increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post project flows to pre project conditions. Projects proposing to tie into County maintained facilities will require significant analysis regardless of an increase in runoff to said facility. It must be demonstrated that after the connection the facility is still in compliance with all standards included in the County hydraulics manual. Projects need to take every possible measure to ensure that public flows from the County R/W and private flows from outside the R/W received by BMPs are not comingled. All roads, drainage facilities, and BMPs need to be clearly labeled as private or public. Right of way and all easements must be clearly shown on all plans. All work proposed on or impacting culverts or storm drains within the R/W will require detailed Hydraulic Grade Line (HGL) analysis.	County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html
2 3 4 5	Drainage BMPs Plans Plans	increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post project flows to pre project conditions. Projects proposing to tie into County maintained facilities will require significant analysis regardless of an increase in runoff to said facility. It must be demonstrated that after the connection the facility is still in compliance with all standards included in the County hydraulics manual. Projects need to take every possible measure to ensure that public flows from the County R/W and private flows from outside the R/W received by BMPs are not comingled. All roads, drainage facilities, and BMPs need to be clearly labeled as private or public. Right of way and all easements must be clearly shown on all plans. All work proposed on or impacting culverts or storm drains within the R/W will require detailed Hydraulic Grade Line (HGL) analysis. Drainage studies will be required for any work within the R/W that may alter drainage and for any work that would need to meet current drainage standards.	County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html For additional information regarding the County's drainage requirements, please see Hydraulic Design Manual Section 3.2.
2 3 4 5	Drainage BMPs Plans Plans Drainage Report	increase in runoff will not negatively impact downstream conveyance systems or property owners. This involves analyzing the downstream systems in their existing condition with all areas tributary to the facility and factoring in the additional increase in runoff from the proposed project. If said facilities cannot satisfy County design standards following the increase in runoff, detention or design changes will be required to mitigate post project flows to pre project conditions. Projects proposing to tie into County maintained facilities will require significant analysis regardless of an increase in runoff to said facility. It must be demonstrated that after the connection the facility is still in compliance with all standards included in the County hydraulics manual. Projects need to take every possible measure to ensure that public flows from the County R/W and private flows from outside the R/W received by BMPs are not comingled. All roads, drainage facilities, and BMPs need to be clearly labeled as private or public. Right of way and all easements must be clearly shown on all plans. All work proposed on or impacting culverts or storm drains within the R/W will require detailed Hydraulic Grade Line (HGL) analysis. Drainage studies will be required for any work within the R/W that may alter drainage and for any work that would need to meet	County's drainage requirements, please see Hydraulic Design Manual Section 6.2.1, available at: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html For additional information regarding the County's drainage requirements, please

Item	Subject Area	Issue or Information Required	Helpful Links and Resources
1	County Maintained Road System	Identify which roads will be publicly maintained and which will be privately maintained. Identify all publicly maintained facilities within project limits, like retaining walls.	
2	Project limits	Verify project limits do NOT violate the County's Pavement Cut Policy	
3	Project limits	Verify the project is NOT in conflict with future DPW resurfacing schedules	For additional information please visit: https://www.sandiegocounty.gov/content/s dc/dpw/roads/Resurfacing_Program.html
4	Sidewalks/Pathways	Ensure all sidewalks, pathways, walkways are constructed to current public road standards with appropriate transitions.	To view the Regional Standard Drawings, please visit: https://www.sandiegocounty.gov/content/ dam/sdc/dpw/DPW_STANDARDS/rsd/20 22%20RSD%20(All%20Sections)- %20WITH%20LINKS.pdf.
5	Encroachments	Improvements, not accepted into the maintained system like planting and irrigation, require Encroachment Maintenance and Removal Agreement, tied to the property.	
		Department of Public Works - Traffic	
Item	Subject Area	Issue or Information Required	Helpful Links and Resources
1	Sight Distance Certification	Ensure all new intersection/conflict points are certified for sight distance	For additional information regarding the County's Public Road Standards, please view Public Road Standards Section 6 Design Standards 6.1E Intersections available at: https://www.sandiegocounty.gov/content/dam/sdc/pds/ceqa/Soitec-Documents/Final-EIR-Files/references/rtcref/ch3.1.8/2014-12-19 CountyofSanDiego2012 PublicRoadS tandards.pdf
2	Title Sheet/Notes	Ensure Streetlight Specifications are included.	For additional information regarding Streetlight requirements, please see San Diego County Regional Standard Drawings E Series 1-3 available at: https://www.sandiegocounty.gov/content/ dam/sdc/dpw/DPW_STANDARDS/rsd/20 22%20RSD%20(All%20Sections)- %20WITH%20LINKS.pdf
3	Notes	Please provide striping/signing notes on the plans.	
4	Improvement Plan	Cross section: Ensure all appartences are included on cross section including roadway width, parkway width, streetlights, fire hydrants, etc.	
••	0.11. (4	Department of Public Works - Flood Control	
Item	Subject Area	Issue or Information Required County and FEMA-mapped floodplain and floodway should be	Helpful Links and Resources
1	Floodplain/Floodway	delineated on the plans and maps. Any proposed work in the floodplain requires a hydraulic analysis showing any impacts on adjacent roads or properties. Any changes to FEMA floodplain maps will require approval from FEMA prior to a project moving forward.	http://library.amlegal.com/alpscripts/get- content.aspx (sandiegocounty.gov); sangis.org; fema.gov/flood-maps
2	Hydraulic/Hydrology Report	Provide data files and hydraulic workmap for hydraulic/hydrology models utilized.	For additional information regarding the County's Hydrology Manual, please visit: https://www.sandiegocounty.gov/content/sdc/dpw/flood/hydrologymanual.html
3	Floodway	Provide a No Rise Analysis and certification showing no increase in base flood levels of the floodway.	http://library.amlegal.com/alpscripts/get- content.aspx (sandiegocounty.gov)
4	Drainage Facilities	Clearly identify all existing and proposed public/private drainage facilities on the plans, including size, material type, and flow characteristics. Provide cleanouts at any separation between public/private facilities. A funding mechanism may be required for any drainage facilities proposed for public maintenance.	To view the County's drainage facilities, please visit the County's Survey Record System at: https://srs.sandiegocounty.gov/

5	Maintenance Access for Drainage Facilities	Provide dedicated, improved legal access for all drainage facilities proposed for public maintenance, including potential access for maintenance vehicles.	
		Department of Public Works - Construction Inspection	
1	Subject Area Landscape/Irrigation & R/W Encroachment	Issue or Information Required Note on Plans "All proposed vegetation to be constructed/installed within post construction structural treatment areas shall be in conformance with approved Landscape and Irrigation plan number, and shall be included in approved project SWQMP". & "Proposed Right-of-Way Planting and Irrigation requires a separate Right-of-Way (R/W) Encroachment permit, and a recorded Encroachment Maintenance and Removal Agreement (EMRA) prior permit closure."	Helpful Links and Resources
2	Work in County R/W	Ensure Plans show all existing and proposed items within County Road R/W. Mailboxes, street signs, water appurtenances, telecom cabinets, utility poles, off-site utility work, frontage and off-site utility tie-in locations etc. Any proposed road improvements shown in County R/W will require a separate R/W Construction permit. Excavations within Existing R/W will require a separate R/W excavation Permit.	
3	Traffic Control Permits	Construction, Excavation, Encroachment work within County Road R/W, including proposed haul route for earthwork import/export, will require a Traffic control permit.	
4	Structural BMPs and L.I.D.	Ensure all Post-Construction BMPs and Low Impact Development (L.I.D.) items are installed in accordance with plans and approved project SWQMP. Installation requires Engineers certification, photos, and recorded maintenance agreement. DPW Watershed Protection Program review and approval is required. Ensure that proposed L.I.D. items; self-treating areas, tree wells, and porous paving meet design guideline specifications.	
5	HDPE	Include on plans HDPE notes B.5.1-B.5.3 from the COSD Hydraulic Design Manual	
14 0 100	Cubiaat Ausa	Department of Public Works - Materials Laboratory	Halaful Links and Danauman
Item 1	Subject Area Street Section	Do not specify asphalt and aggregate base layers thicknesses. Structural sections shall refer to General Note 2 and SDCDS DS-01.	Helpful Links and Resources To view the County's Design Standards, please visit: https://www.sandiegocounty.gov/content/ dam/sdc/dpw/DPW_STANDARDS/San% 20Diego%20County%20Design%20Stand ards Rev%2012-2020.pdf
2	Street Section	Provide pavement conform details for repair and transition between new and existing pavement.	
3	General		
	General	Please provide a copy of all conditions of approval for the project.	
4	General	Please submit a geotechnical report.	
5		Please submit a geotechnical report. Approval of Pavement Structural Sections may be deferred until after permit is issued. Materials laboratory shall be provided with a copy of the approved plans, Conditions of Approval, Structural Section recommendations from private Geotech, and relevant laboratory test results; for approval before road grading or paving operations are allowed.	To view DPW standards, please visit: https://www.sandiegocounty.gov/content/s dc/dpw/standards.html
5	General General	Please submit a geotechnical report. Approval of Pavement Structural Sections may be deferred until after permit is issued. Materials laboratory shall be provided with a copy of the approved plans, Conditions of Approval, Structural Section recommendations from private Geotech, and relevant laboratory test results; for approval before road grading or paving operations are allowed. Department of Public Works - Wastewater	https://www.sandiegocounty.gov/content/s dc/dpw/standards.html
	General	Please submit a geotechnical report. Approval of Pavement Structural Sections may be deferred until after permit is issued. Materials laboratory shall be provided with a copy of the approved plans, Conditions of Approval, Structural Section recommendations from private Geotech, and relevant laboratory test results; for approval before road grading or paving operations are allowed.	https://www.sandiegocounty.gov/content/s dc/dpw/standards.html
5	General General	Please submit a geotechnical report. Approval of Pavement Structural Sections may be deferred until after permit is issued. Materials laboratory shall be provided with a copy of the approved plans, Conditions of Approval, Structural Section recommendations from private Geotech, and relevant laboratory test results; for approval before road grading or paving operations are allowed. Department of Public Works - Wastewater	https://www.sandiegocounty.gov/content/s dc/dpw/standards.html

			For additional information regarding the
3	General	Applicant must open applicable SDCSD Wastewater permits and pay the appropriate plan check deposits	For additional information regarding the County's wastewater requirements,
			please visit:
			https://www.sandiegocounty.gov/content/s
			dc/dpw/wasteh2o/developers-design-
			standards.html
4	General	Applicant shall design public and private sewer systems in accordance with Sanitation Districts Sewer design standards, standard drawings, and specifications	For additional information regarding the
			County's wastewater requirements,
			please visit:
			https://www.sandiegocounty.gov/content/s
			dc/dpw/wasteh2o/developers-design-
			standards.html
5	General	Submit an Engineer's cost estimate relative to the proposed	
	Contorui	Public sewer improvements.	
Department of Public Works - Landscape Maintenance			
Item	Subject Area	Issue or Information Required	Helpful Links and Resources
1	Landscaping	Provide note on Plans "All proposed vegetation to be	
		constructed/installed within post construction structural treatment	
		areas shall be in conformance with approved Landscape and	
		Irrigation plan number And shall be included in project	
		SWQMP"	
2	Landscaping	Proposed Right-of-Way Planting and irrigation requires a	
		separate Right-of Way Encroachment permit.	