



# Design Review Checklist Exemption Instructions

## PURPOSE:

The Design Review Checklist provides an alternative to the Community Design Review Site Plan Permit process. Projects found to be consistent with the Design Review Checklist will be exempt from the Site Plan Permit process. All projects must still comply with all applicable Federal, State, and Local policies and ordinances including but not limited to the County's Watershed Protection, Landscape, Grading, and Centerline Ordinances.

## DESIGN REVIEW CHECKLIST EXEMPTION PREREQUISITES:

Projects must meet all of the prerequisites listed below to qualify for a Design Review Checklist Exemption.

- Subject parcel is zoned with a "B" Community Design Review Special Area Designator.
- Project is consistent with General Plan, Zoning Ordinance, and applicable Community Plan.
- Project is not governed by a pre-existing Site Plan Permit or other discretionary permit.
- Project does not require approval of any other discretionary permits from the County of San Diego.
- Project site does not have any unresolved code enforcement violations.
- Subject parcel is not zoned with a
  - "D" Design Review Special Area Designator;
  - "H" Historic/Archeological Landmark Special Area Designator; or
  - "V" Vernal Pool Special Area Designator.
- Project does not propose to impact or disturb:
  - Biological resources;
  - Floodway or 100-year floodplain;
  - Steep slopes in excess of 25%; and
  - Significant or prominent natural features.

**NOTE:** Projects not meeting the prerequisites above and all applicable design standards will be required to obtain a discretionary Site Plan Permit.

## DESIGN REVIEW CHECKLIST EXEMPTION PROCESS:

Below is a general summary of the Design Review Checklist procedure:





# Design Review Checklist Exemption Instructions

---

## HOW TO USE THE DESIGN REVIEW CHECKLIST:

The Design Review Checklist is separated into sections that address:

- Site Layout;
- Architecture;
- Landscaping;
- Signage;
- Lighting;
- Building Equipment and Services;
- Multifamily Residential; and
- Industrial Design Standards.

Each section is broken into two parts. The first part lists the goals that the community wishes to achieve with the design guidelines, and the second part lists the design standards that implement the goals of each section of the Community Design Guidelines.

Each design standard refers to the guideline(s) in the adopted Community Design Guidelines it implements.

The "Plot Plan Complies" column is filled in by the DRB/CPG and indicates whether the project meets the design standard or whether the design standard applies to the project. The last column should be checked if either the DRB/CPG or the applicant includes a comment or explanation about the project's compliance with a particular standard.

If a design standard does not apply to the project, the DRB/CPG will check the last column and include a comment or explanation on the Project Review Comments Page at the end of the checklist.

The applicant and the DRB/CPG Chair or other authorized member will sign the signature page in the back of the design checklist.

The applicant must then return to the County of San Diego with the signed Design Review Checklist and stamped plot plans.