



# County of San Diego – Lakeside Commercial Design Review Checklist

SITE LAYOUT DESIGN GOAL:					
<ul style="list-style-type: none"> <li>All development proposals should show evidence of harmony with the site plan, arrangement of building forms and landscape design of neighboring properties.</li> <li>Unify commercial development outside the Lakeside Village and integrate it into the community landscape, minimizing the impact of signs, parking lots and traffic congestion.</li> </ul>					
SITE LAYOUT STANDARDS			Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
<b>Building Location &amp; Orientation</b>					
1	The arrangement, scale, and design of buildings, open spaces, and landscape elements are equivalent to that of adjacent sites.		A3.1 (p17)		
2	Project provides pedestrian and vehicular linkages to adjacent development through connecting sidewalks, common entrance driveways, linked and aligned streets, driveways and common service/delivery areas. (See illustration for guidance)		A3.1 (p17) B2.2 (p46)		
3	Project includes covered and trellised outdoor spaces (porches, balconies, verandas, patios, or loggias). (See illustration for guidance)		A4.6 (p23)		
4	Buildings are set back at least 15' from the street edge. Properties along SR 67, Old Highway 80 and I-8 are screened with trees and vegetation.		B2-1 (p46)		
5	Buildings are organized around courtyards or in clusters to create on-site usable open spaces, as defined in Section 1100 of the Zoning Ordinance.		B2.1 (p46)		
6	In commercial developments, service and loading areas are separated from main circulation and parking areas.		A9 (p32)		
<b>Parking Lot Location, Access &amp; Connections</b>					
7	The parking lot is set back at least 15 feet from the property line along public streets.		B2-1 (p46)		
8	The parking lot is set back at least 5 feet from interior and rear property lines		B2-3.b(p47)		



**ARCHITECTURAL DESIGN GOALS:**

- Respect the scale of the community with regard to the apparent height and width of new buildings.
- Building form, mass and elevations should be articulated to create interesting roof lines, shadow patterns and architectural detailing.
- Recognize the linkage potential of old and new projects.
- Buildings should incorporate natural landscape features as design elements.

<b>ARCHITECTURAL DESIGN STANDARDS</b>		<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
<b>Building Form &amp; Massing</b>				
9	The height of project is equivalent to adjacent structures based on the height of a wall, cornice, or parapet line. Window lines, belt courses, and/or other horizontal elements are equivalent to those on neighboring buildings. (See illustration for guidance)	A3.2 (p18)		
12	Building elevations over 50 feet in length include offsets, projections, roof overhangs, and recesses. (See illustration for guidance)	A4.1 (p19)		
13	Buildings provide shade and shadow via offsets, projections, roof overhangs, or recesses. (See illustration for guidance)	A4.1 (p20)		
14	Buildings are not greater than 2 stories in height unless the building provides a vertical setback between the second and third floors. (See illustration for guidance)	A4.1 (p19)		
15	Building entrances include porches, loggias or arbors.	A4.5 (p22)		
16	Windows and doors are recessed to create shadow lines.	A4.5 (p22)		
17	The project includes covered and trellised outdoor spaces (porches, balconies, verandas, patios, or loggias). (See illustration for guidance )	B2.1 (p46)		
<b>Multi-Building Projects</b>				
18	Individual buildings and structures in multi-building developments have an equivalent design.	A4.2 (p20)		
19	Facades and roof lines facing streets, parking areas, and residential neighbors are equivalent in design, color, and materials throughout the development.	A4.2 (p20)		
20	Rear facades, if visible from public streets or neighboring properties, are finished in a quality, color, and material equivalent to the principal sides of the building(s).	A4.2 (p20)		
<b>Elevations and Building Façade Materials</b>				
21	Building material changes intersect with an architectural element, such as a chimney, projection, or pilaster. (See illustration for guidance)	A4.3 (p20)		



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	<b>ARCHITECTURAL DESIGN STANDARDS</b>	<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
22	<p>Project uses 1 or more of the following encouraged building materials:</p> <ul style="list-style-type: none"> <li>• Cement plaster (stucco) over masonry or wood frame</li> <li>• Exposed timber beams and columns</li> <li>• Brick, adobe brick, and native stone</li> <li>• Concrete and concrete masonry with textured surfaces and earth tone color (brown, tan, green, or grey)</li> <li>• Wood siding</li> </ul>	A4.3 (p21)		
23	<p>The project does not use any of the following building materials:</p> <ul style="list-style-type: none"> <li>• Large areas of glass (longer than 50 feet), except at pedestrian level store fronts</li> <li>• High contrast color (use of a primary color (red, yellow, blue) and a composite color (orange, green, purple) glazed masonry</li> <li>• Glass curtain walls</li> <li>• Synthetic masonry materials</li> </ul>	A4.3 (p21)		
	<b>Roof Forms</b>			
24	Sloped roofs over 100 feet in length have a break in plane or other treatments that break up the continuous lines and surfaces. (See illustration for guidance)	A4.4 (p21)		
25	Gabled, hip, or shed roof forms at a moderate to steep pitch ( 4:12 and greater) are proposed.	A4.4 (p21)		
26	Eaves and roof overhangs create shadow lines and reduce the amount of sunlight striking glass surfaces.	A4.4 (p21)		
27	The project incorporates shed roofs or trellises covering exterior walkways or loggias. (See illustration for guidance)	A4.4 (p22)		
28	<p>The project roof materials are:</p> <ul style="list-style-type: none"> <li>• Clay tile</li> <li>• Concrete tile</li> <li>• High profile composition shingles (laminated shingles made from fiberglass and asphalt, and textured to give a three dimensional look)</li> </ul>	A4.4 (p22)		
29	<p>The project does not use any of the following roof materials:</p> <ul style="list-style-type: none"> <li>• Wood shakes and shingles</li> <li>• High contrast color (use of a primary color (red, yellow, or blue) and a composite color (orange, green, or purple), brightly colored (red, orange, or yellow) glazed tile, or reflective surfaces</li> <li>• Corrugated or galvanized metal</li> </ul>	A4.4 (p22)		
	<b>Fences and Walls</b>			
30	If fences and walls over 3 feet high face public streets, the project provides a landscaped buffer at least 5 feet deep on the street facing side of the wall. When solid walls are used to buffer traffic noise, the walls provide a change of plane at a minimum of 50 foot intervals.	A4.7 (p23)		



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<b>ARCHITECTURAL DESIGN STANDARDS</b>		<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
31	<p>Where applicable, the wall or fencing materials are from the following list of encouraged materials:</p> <ul style="list-style-type: none"> <li>• Native stone (highly encouraged)</li> <li>• Concrete masonry with cement plaster finish</li> <li>• Cement plaster over framing</li> <li>• Wrought iron</li> <li>• Wood</li> <li>• Brick</li> </ul>	A4.7 (p24)		
32	<p>None of the following wall and/or fencing materials are proposed:</p> <ul style="list-style-type: none"> <li>• Chain link or open wire, except where screened by landscape.</li> <li>• Corrugated metal</li> <li>• Bright colored (red, orange, or yellow) plastic or plastic coated materials</li> </ul>	A4.7 (p24)		

<p><b>LANDSCAPE DESIGN GOALS:</b></p> <ul style="list-style-type: none"> <li>• Planting design should reflect Lakeside’s rural character and history.</li> <li>• Plant selection should recognize the importance of water conservation and emphasize drought tolerant plant species.</li> <li>• Preserve and propagate native oaks, sycamores and eucalyptus trees as significant historical, aesthetic and ecological resources that contribute to the town’s character.</li> </ul>				
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<b>LANDSCAPE DESIGN STANDARDS</b>		<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
<b>Plant Selection Guide and Landscape Manual</b>				
33	Plant selection follows the recommendations of the Lakeside Plant Selection Guide of the Lakeside Design or the County Water Efficient Landscape Design Manual.	A5.1 (p26)		
34	All areas are planted unless used for building, parking, or other designated functions.	A5.2 (p26)		
<b>Design Concepts</b>				
35	Proposed street trees are on the list of designated street trees in the Street Tree Planting Guide based on the specific street frontage proposed for the project (See Appendix B for guidance).	A5.1 (p25)		
36	Project proposes shrubs beneath trees (rather than lawn or ornamental ground covers).	A5.1 (p25)		



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		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
<b>LANDSCAPE DESIGN STANDARDS</b>				
37	Drought resistant grasses are used beneath trees.	A5.1 (p25)		
38	Shrubs that grow at least 30 inches in 2 years are used in place of traditional ground cover.	A5.1 (p25)		
39	The use of turf grasses is limited to parks or other active use areas.	A5.1 (p25)		
<b>Preservation of Significant Trees</b>				
40	No oak tree with a diameter of more than 6 inches, or any 2 trunks with a combined diameter of 8 inches, as measured 4 ½ feet above the root crown will be removed.	A2.1 (p14)		
41	No tree with a diameter of more than 12 inches, or any 2 trunks with a combined diameter of 16 inches or more, as measured 4 ½ feet above the root crown will be removed.	A2.1 (p14)		
<b>Perimeter &amp; Parking Lot Landscaping</b>				
42	In the 15 foot area between the property line along a public street and the parking lot, 1 tree is provided for every 300 square feet of total area	B2-a (p47)		
43	In the space between the perimeter of the parking lot and the interior and rear property lines: <ul style="list-style-type: none"> <li>• 1 tree is provided for every 100 square feet of total area</li> <li>• Shrubs that grow a minimum of 30 inches in height after 2 years provide a visual screen</li> </ul>	B2-b (p47)		
44	The space between the perimeter of the parking lot and the building is a minimum of 5 feet and contains either a combination of trees and shrubs or a sidewalk.	B2-c (p47)		
45	At least 5% of the internal parking areas greater than 6,000 square feet are planted with trees and shrubs. Every parking space is located within 30 feet of the trunk of a tree.	B2-c (p47)		
46	In side and rear yards, 1 tree is provided for every 300 square feet of total area.	B2-b (p47)		
47	All trees are 15-gallon minimum size.	B2 (p47)		



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SIGNAGE DESIGN GOALS:				
<ul style="list-style-type: none"> <li>All signs should be a minimum size and height to adequately identify a business and the products or services it sells.</li> <li>Signage design should be carefully integrated with the site and building design concepts to create a unified appearance for the total development. Within a development, signage should be consistent in location and design.</li> </ul>				
SIGNAGE DESIGN STANDARDS		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
General Design Criteria				
48	Sign illumination is external, shielded top mounted, downward directed light source shielded from view.	A7.1 (p28)		
49	All signs and sign components are limited to 3 colors in addition to black and white.	A7.1 (p28)		
50	No sign, other than a sign installed by a public agency, is located in the public right-of-way on sidewalks or streets, except signs which hang over sidewalks in the Lakeside Village.	A7.1 (p28)		
51	All overhead signs clear adjacent sidewalks with a minimum headroom of 7 feet, and project no more than 4 feet into a public right-of-way.	A7.1 (p28)		
52	No sign is located above the highest portion of the building.	A7.1 (p28)		
53	Sign posts and other structural elements are made of wood or metal with a white, black, earth tone (brown, tan, green, or grey) or clear stain finish.	A7.1 (p28)		
54	Letter and symbol height is limited to 8 inches.	A7.3 (p29)		
55	Kiosk signs are limited to 8 feet in height and only used on private property in a courtyard or other pedestrian space.	A7.3 (p30)		
56	<p>Where frontage is defined as the length of the building(s) facing the principal street of the development (each project can only have 1 frontage):</p> <ul style="list-style-type: none"> <li>For frontages up to 100 lineal feet, the total sign area is limited to 1 square foot of sign area per linear foot of building frontage, to a maximum of 65 square feet.</li> <li>For frontages over 100 lineal feet, the total sign area is limited to ¾ square foot of sign area per linear foot of building frontage, to a maximum of 90 square feet.</li> <li>For projects with more than 1 tenant:               <ul style="list-style-type: none"> <li>1 sign to identify the complex allowing 1 square foot of sign area per lineal foot of total project frontage up to 75 square feet</li> <li>For each individual tenant on a public street or private drive, ½ square foot of sign area per lineal foot of tenant frontage, to a maximum of 25 square feet</li> <li>1 building directory sign not exceeding 10 square feet in size may be allowed at each public entrance</li> </ul> </li> </ul>	A7.3 (p30)		



	<b>SIGNAGE DESIGN STANDARDS</b>	<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
	<b>Permitted Sign Types</b>			
57	<p>The project signage is 1 or more of the following types:</p> <ul style="list-style-type: none"> <li>• <b>Awning Valance:</b> A sign or graphic attached to or printed on an awning’s valance.</li> <li>• <b>Monument:</b> A sign supported by 1 or more uprights of braces on the ground, not exceeding 4 feet in height.</li> <li>• <b>Hanging:</b> A sign attached to and located below any eave, canopy, or awning.</li> <li>• <b>Kiosk:</b> A freestanding structure which has 1 or more surface.</li> <li>• <b>Projecting:</b> Any sign which projects from and is supported by a wall of a building with the display surface of the sign perpendicular to the building wall.</li> <li>• <b>Wall:</b> A sign affixed directly to an exterior wall or fence.</li> <li>• <b>Window:</b> A sign affixed to or behind a window, no larger than 25% of the window on or behind which it is displayed.</li> <li>• <b>Single Pole Hanging Sign:</b> A sign which is suspended from a horizontal arm which is attached to a pole no higher than 6 feet in height.</li> </ul> <p>(See illustrations for guidance)</p>	A7.2 (p29) A7.3 (p30)		
	<b>Prohibited Signs Types</b>			
58	<p>The project does not use any of the following prohibited signs:</p> <ul style="list-style-type: none"> <li>• Roof and parapet signs</li> <li>• Plastic signs, except where plastic is used only as raised letters</li> <li>• Back-lit signs</li> <li>• Pole signs over 6 feet high</li> <li>• Portable or mobile signs</li> <li>• Signs that cover architectural features</li> </ul>	A7.4 (p30)		



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<p><b>LIGHTING DESIGN GOAL:</b></p> <ul style="list-style-type: none"> <li>• Lighting should be used efficiently to aid safety, security and to compliment architectural character without intrusion into adjacent properties, roadways and the night sky.</li> <li>• Limit the amount and intensity of lighting to that necessary for safety, security and to compliment architectural character.</li> </ul>			
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		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
<b>LIGHTING DESIGN STANDARDS</b>				
<b>Prevent Glare, Preserve Night Sky</b>				
59	All outdoor lighting is directed downward.	A8.1 (p31)		
60	Service area lighting does not spill onto adjacent areas.	A8.1 (p31)		
61	All outdoor lighting fixtures are cutoff and shielded to prevent direct view of the light source and keep the light out of the viewer’s line of sight.	A8.1 (p31)		
<b>Low, Even Levels</b>				
62	Externally lighted signs use only shielded top mounted, downward directed light sources.	A8.1 (p31)		
<b>Size, Color &amp; Materials</b>				
63	Overhead walkway lighting is between 8 to 12 feet in height.	A8.3 (p31)		
64	Overhead luminaires in commercial parking areas are between 15 to 20 feet high and direct light away from public streets and adjoining properties.	A8.2 (p31)		

<p><b>BUILDING EQUIPMENT &amp; SERVICES GOAL:</b></p> <ul style="list-style-type: none"> <li>• Carefully locate and design building equipment and service to minimize visual impact on public streets and neighboring properties.</li> </ul>			
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		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
<b>BUILDING EQUIPMENT &amp; SERVICES STANDARDS</b>				
65	Trash containers and outdoor storage areas are screened from view from public streets, pedestrian areas, and neighboring properties. The screen for trash containers is of materials that are equivalent to the architecture of the principal buildings.	A9 (p32)		





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	<b>BUILDING EQUIPMENT &amp; SERVICES STANDARDS</b>	<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
66	Utility meters are located in service or screened areas.	A9 (p32)		
67	Exterior surface mounted utility boxes are designed, painted, or screened to be equivalent to the design of the buildings to which they are attached.	A9 (p32)		
768	Mechanical equipment, solar collectors, satellite dishes, communication devices, and other equipment are concealed from view of public streets, adjacent properties, and pedestrian oriented areas.	A9 (p32)		
69	Roof mounted equipment is screened.	A9 (p32)		
70	The design of solar panels is equivalent to the architectural design of the building to which the solar panels are attached, or the solar panels are otherwise screened	A9 (p32)		





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Applicant hereby agrees to comply with the applicable design review checklist standards; all applicable Federal, State, and Local laws and regulations, including but not limited to the County’s Centerline, Watershed Protection, and Landscape Ordinances, for the life of the project, or until modified by a subsequent development approval; and he/she understands that additional changes to the project may be required prior to issuance of a building permit to ensure compliance with these regulations.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

The Lakeside Design Review Board hereby confirms that the proposed project complies with all of the applicable design review standards provided compliance with the applicable design review checklist standards is maintained as agreed by the Applicant above.

\_\_\_\_\_  
Chairman, Design Review Board

\_\_\_\_\_  
Date

**Project and Property Owner Information:**

APN(s): \_\_\_\_\_ Project Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner’s Mailing Address: \_\_\_\_\_

Agent's Name: \_\_\_\_\_ E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

(if applicable)

Agent’s Mailing Address: \_\_\_\_\_

**Brief description of the project:**

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