



# County of San Diego – *Spring Valley* Design Review Checklist

## SITE LAYOUT DESIGN GOALS

- A new development should establish a compatible relationship to the community as well as to neighboring properties. In this regard, every project should:
  - ✓ Demonstrate an overall design integrity and a serious attempt to contribute to the community's design objectives.
  - ✓ Develop a compatible relationship to the land forms, building placement and existing open spaces of neighboring properties.
  - ✓ Respect the existing views, privacy, quiet, and sun and light exposure of neighboring properties.
  - ✓ When land use or development patterns require a project to be different from its neighbors, provide a transition from existing to new development by careful placement and massing of buildings, well designed planting patterns, and other means.
  - ✓ Retain significant existing natural features characteristic of the community. Existing topography and land forms, significant trees, drainage courses, rock outcroppings, vegetation, and views should be incorporated, to the maximum extent feasible, into the future development of the land.
  - ✓ Minimize grading and alteration of natural land forms.
- Bancroft District: The development of consistent street tree plantings, and the encouragement of additional pedestrian-oriented, low-scale commercial buildings along the Bancroft/Troy corridor would strengthen the identity of the District and add continuity to the "Main Street" qualities already present. New building setbacks should attempt to unify the current irregular pattern.
- La Presa District: New construction is encouraged to improve the quality of development in this district by implementing well-designed, creative projects that set the standard for future development, especially in areas where industrial uses impact residents. The district also presents opportunities for commercial redevelopment at the four major intersections as well as the Grand Avenue commercial corridor.
- Sweetwater Springs District: This district is dominated by a large specific plan and relatively new and well-planned development. Future projects should maintain the consistency and standards of existing development.

	SITE LAYOUT DESIGN STANDARDS	Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
	<b>Site Preparation</b>			
1	Project does not require grading of slopes.	IV.B(p57)		



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	<b>SITE LAYOUT DESIGN STANDARDS</b>	<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
2	Project does not require the import or export of fill. Stepped or terraced pads are used to follow existing contours.	IV.B(p57)		
	<b>Building Location &amp; Orientation</b>			
3	The arrangement, scale, and design of buildings, open spaces and landscape elements are equivalent to that of adjacent sites. The 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)	IV.A(p54)		
4	At least 30 percent of the property's principal street frontage is occupied by proposed buildings which are located along the front yard setback/Landscape Zone. (See illustration for guidance)	IV.A(p56)		
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. (See illustration for guidance)	IV.A(p56)		
	<b>Parking Lot Location, Access &amp; Connections</b>			
6	Parking lots are not located between the front of a building and the public street.	IV.A(p54)		
7	All commercial and industrial projects provide a minimum 15-foot landscaped edge zone between the sidewalk and the nearest building or parking improvements,	IV.A(p53)		
8	All non-commercial or non-industrial projects provide a minimum 20-foot landscaped edge zone between the sidewalk and the nearest building or parking improvements	IV.A(p53)		
9	Parking lot access is provided from side streets.	IV.A(p53)		
10	On-site vehicle parking and service areas are marked.	III.A(p20) III.B(p34)		
11	In commercial developments, service and loading areas are separated from main circulation and parking areas.	IV.F(p69)		



**ARCHITECTURAL DESIGN GOALS**

- While no specific architectural "theme" is required in Spring Valley, architectural solutions should be responsive to the design objectives of the separate Village Districts, as discussed in Part III.
- Standard "off -the-shelf" commercial building prototypes, often repeated by commercial "chains" without regard to the community context, are discouraged. Site-specific design solutions are preferred.
- All new projects must demonstrate design quality and integrity, and a serious attempt to contribute to the principals contained in the Community Design Objectives and in the Design Guidelines.

**ARCHITECTURAL DESIGN STANDARDS**

Guideline Reference Plot Plan Complies (Y/N/NA) See Comment Sheet

**Building Form & Massing**

12	On building visible from public streets or residential areas, building surfaces over 50 feet in length have offsets, projections, overhangs, or recesses.	IV.C(p59)		
13	Every building provides shade and shadow via offsets, projections, roof overhangs, or recesses. (See illustrations for guidance)	IV.C(p59)		
14	Rear facades, if visible from public streets or neighboring properties, are finished in a color and material equivalent to the principal sides of the building(s).	IV.C(p59)		
15	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.	IV.C(p59)		
16	Building entrances include porches, loggias or arbors.	IV.C(p61)		

**Multi-Building Projects**

17	Individual buildings and structures in multi-building developments have an equivalent design.	IV.C(p60)		
18	Facades and roof lines facing streets, parking areas, and residential neighbors are equivalent in design, color, and materials throughout the development.	IV.C(p60)		

**Elevations and Building Façade Materials**

19	Building material changes do not occur in the same plane. Instead, the building material changes intersect with an architectural element, such as a chimney, projection or pilaster.	IV.C(p61)		
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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>
20	<p>Project uses 1 or more of the following materials:</p> <p>Exterior Walls</p> <ul style="list-style-type: none"> <li>• Stucco over wood or masonry framing</li> <li>• Brick, adobe, and native stone</li> <li>• Wood siding in clear stain finishes</li> <li>• Light colored (grey, white, or brown) cement plaster (stucco)</li> <li>• Concrete or concrete masonry with textured surface</li> <li>• Exposed wood structural members</li> <li>• Metal buildings in the Olive Drive and Birch Street industrial district</li> </ul> <p>Roofs</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>	IV.C(p61)		
21	Windows and doors are recessed to produce shadow lines.	IV.C(p61)		
<b>Roof Forms</b>				
22	Sloped roofs over 100 feet in length have a break in plane that breaks up continuous planes, lines, and surface. (See illustration for guidance)	IV.B(p60)		
23	Changes in roof pitch and adjacent heights are accompanied by plan offsets. (See illustration for guidance)	IV.B(p60)		
24	Gabled, hip, or shed roof forms are proposed, except in commercial or industrial buildings with flat roofs that incorporate treatments such as shed roofs, trellises, or loggias.	IV.B(p60)		
25	Eaves and roof overhangs create shadow lines and reduce the amount of sunlight striking glass surfaces.	IV.B(p60)		
<b>Fences and Walls</b>				
26	When fences and walls are used for screening, they are covered with foundation plantings of trees and shrubs that are irrigated automatically and maintained. (See illustration for guidance)	IV.C(p62)		
27	Solid walls provide a change of plane (e.g. via planting pockets, plan offsets, pilasters, etc.) at intervals no greater than 50 feet. (See illustration for guidance)	IV.C(p62)		
28	Fences and walls over 3 feet high which face public streets provide a landscaped buffer at least 4 feet deep on the street facing side of the wall. (See illustration for guidance)	IV.C(p62)		



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<b>ARCHITECTURAL DESIGN STANDARDS</b>		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
29	Wall and/or fencing materials are from the following list of materials: <ul style="list-style-type: none"> <li>• Wood</li> <li>• Brick</li> <li>• Native stone</li> <li>• Masonry with stucco finish</li> <li>• Wood framing with stucco finish</li> <li>• Wrought iron or other metal fence system</li> </ul>	IV.C(p62)		
30	None of the following wall and/or fencing materials are proposed: <ul style="list-style-type: none"> <li>• Chain link or open wire (except where screened by landscaping or otherwise allowed in the Olive Drive and Birch Street industrial areas)</li> <li>• Corrugated metal or plastic</li> <li>• Plastic or plastic coated materials</li> </ul>	IV.C(p62)		



**LANDSCAPE DESIGN GOALS**

- Streets should be tree-lined to provide a sense of enclosure and a sense of place to a corridor, and also provide solar shade and increase human comfort.
- Plant selection should follow the following criteria:
  - ✓ Appropriateness for climate zone
  - ✓ Low water use once established
  - ✓ Form considerations (size, branching structure, density)
  - ✓ Aesthetic considerations (flowering, fragrance, leaf color, fall color, etc.)
  - ✓ Maintenance considerations
  - ✓ Continuance of existing, desirable plantings along certain road edges
- Screening of parking, outdoor storage and service areas, and other unsightly elements of site development is a critical factor in project review.
- Effective screening of these elements will simplify the visual environment and reduce visual "competition". This will result in the attainment of Community Design Objectives related to land use incompatibility and the elimination of visual clutter.

**LANDSCAPE DESIGN STANDARDS**

Guideline Reference  
Plot Plan Complies (Y/N/NA)  
See Comment Sheet

**Design Concepts and Plant Selection**

31	All required side and rear yard setbacks are landscaped. Where no setbacks are required, a minimum 5 foot landscaped zone is provided at all parking and service area edges along rear and interior property lines.	IV.A(p53)		
32	Plant selection follows the recommendations of the Spring Valley Plant Selection Guide of the Spring Valley Design Guidelines for the Special Districts of Bancroft, La Presa and Sweetwater Springs or the County Water Efficient Landscape Design Manual.	III.A(p21) III.B(35) III.C(p45) IV.A(p53) IV.D(p63)		
33	All public right-of-way areas between the property line and the existing sidewalk or street edge are landscaped using shrubs and/or groundcover.	IV.D(p64)		
34	All site and public right-of-way areas not used for buildings, parking or other designated hardscape are planted.	IV.D(p64)		
35	The project proposes shrubs beneath the trees (rather than lawn or ornamental ground covers).	IV.D(p63)		
36	Shrubs that grow at least 30 inches in 2 years are used as groundcovers instead of shallow-rooted ornamental ground covers and turf grasses to conserve water.	IV.D(p64)		
37	All shrubs used to provide a visual screen shall be of a type that will reach a minimum height of 30 inches after 2 years average growth.	IV.D(p64)		



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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>Preservation of Significant Trees</b>				
38	No tree with a diameter of more than 6 inches or any 2 trunks with a combined diameter of 10 inches, as measured 4 ½ feet above the root crown, will be removed.	IV.B(p57)		
<b>Perimeter &amp; Parking Lot Landscaping</b>				
39	At least 1 tree is provided for every 300 square feet of the required street-facing landscape zones, excluding driveways or other hardscape (e.g. sidewalks), and every parking space is located within 30 feet of the trunk of a tree. (See illustration for guidance). (In the Olive Drive and Birch Street industrial districts, this standard only applies to front yard parking lots or lots adjacent to non-industrial zones.)	IV.D(p64)		
40	All required trees are 24-inch box size.	IV.D(p63)		
41	At least 5% of the internal parking areas greater than 6,000 square feet are planted with trees and shrubs. (See illustrations for guidance)	IV.D(p64)		
42	All parking areas with 10 or more spaces are surrounded by a 5 foot wide, landscaped perimeter.	IV.D(p64)		
43	There is a minimum of 5 feet between the perimeter of the parking lot and the building.	IV.A(p53)		
<b>Screening</b>				
44	Surface parking lots are screened from view of public streets through the use of slopes, berms, shrubs and low walls (3 feet or less).	IV.F(p68)		
45	Trash containers and recycling containers are screened from view from public streets, pedestrian areas and neighboring properties. The screen is of materials that are equivalent to the architecture of the principal buildings.	IV.F(p68)		
46	Outdoor equipment and material storage areas are screened from view from public streets, pedestrian areas and neighboring properties.			
47	Utility meters are underground or are located in screened areas.	IV.F(p69)		
48	Exterior surface mounted utility boxes are designed, painted or screened to be equivalent to the design of the buildings to which they are attached.	IV.F(p69)		
49	Mechanical equipment, solar collectors, satellite dishes, communication devices, roof-mounted equipment, and other equipment are concealed from view of public streets, adjacent properties and pedestrian areas.	IV.F(p69)		



SIGNAGE DESIGN GOALS			
<ul style="list-style-type: none"> <li>• Signage control is a critical element in the effort to improve the visual environment in Spring Valley.</li> <li>• The intent of these guidelines is to minimize signage to that needed for business identification only.</li> <li>• Signs should not be used for advertising purposes.</li> </ul>			
SIGNAGE DESIGN STANDARDS	Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
General Design Criteria			
50	Sign illumination is external, shielded top mounted, downward directed light source shielded from view.	IV.E(p66)	
51	Internal illumination is only allowed for: <ul style="list-style-type: none"> <li>• Individual illuminated letters</li> <li>• Panels where the background is opaque and illumination is visible only through the individual letters or logos.</li> </ul>	IV.E(p66)	
52	All signs and sign components are limited to 3 colors in addition to black and white.	IV.E(p66)	
53	Signage is equivalent in location and design throughout the development.	IV.E(p66)	
54	No sign is located above eave height or parapet top of the building.	IV.E(p66)	
55	Sign posts and other structural elements are made of wood or metal with a white, black, earth tone (brown, tan, green, or gray) or clear stain finish.	IV.E(p66)	
Permitted Sign Types			
56	<p>The project signage is 1 or more of the following types:</p> <ul style="list-style-type: none"> <li>• <b>Monument:</b> A sign supported by 1 or more uprights or braces on the ground, not exceeding 4 feet in height.</li> <li>• <b>Wall:</b> A sign affixed directly to an exterior wall or fence.</li> <li>• <b>Hanging:</b> A sign attached to and located below any eave, canopy or awning, parallel or perpendicular to the building facade.</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 (not permitted in multi-family).</li> <li>• <b>Awning Valance:</b> A sign or graphic attached to or printed on an awning's valance (not permitted in multi-family).</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> <li>• <b>Kiosk:</b> A freestanding structure which has 1 or more surfaces no more than 8 feet in height (not permitted in industrial).</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 (not permitted in multi-family).</li> </ul> <p>(See illustrations for guidance)</p>	IV.E(p67)	





	<b>SIGNAGE DESIGN STANDARDS</b>	<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
	<b>Prohibited Signs Types</b>			
57	<p>The Project does not use any of the following prohibited signs:</p> <ul style="list-style-type: none"> <li>• Roof signs and signs extended above the parapet or highest part of the building</li> <li>• Pole signs over 6 feet in height</li> <li>• Internally illuminated plastic box signs, unless opaque background with light projection only through the letters/logos</li> <li>• Portable or mobile signs</li> </ul>	IV.E(p67)		
	<b>Commercial and Industrial Development</b>			
58	<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 ¾ square foot of sign area per lineal foot of building frontage, to a maximum of 65 square feet of tenant signage</li> <li>• For frontages over 100 lineal feet, the total sign area is limited to ¾ square foot of sign area per lineal foot of building frontage</li> </ul>	IV.E(p65)		
59	<p>For projects with more than 1 tenant:</p> <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>	IV.E(p65)		
60	Letter and symbol height is limited to 10 inches and sign type is limited to monuments or wall signs.	III.2(p20) III.3(p34) IV.E(p66)		
	<b>Multi-Family Residential Development</b>			
61	Project signage is 1 or more of the following sign types: Wall, Single Pole Hanging, Monument or Kiosk.	IV.E(p66)		
62	There is no more than 1 sign per multi-family residential development entry from a public street or road.	IV.E(p66)		
63	Sign area is limited to 10 square feet for projects of less than 25 dwelling units, and 15 square feet for projects with 25 or more dwelling units.	IV.E(p66)		
64	Letter and symbol height is limited to 6 inches.	IV.E(p66)		



LIGHTING DESIGN GOALS					
<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> </ul>					
LIGHTING DESIGN STANDARDS			Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
<b>Prevent Glare, Preserve Night Sky</b>					
65	All outdoor lighting is directed downward.		IV.G(p70)		
66	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. At least 90% of the light is projected below an angle of 80 degrees. No light is projected above the horizontal plane passing through the lowest light-emitting point of the fixture.		IV.G(p70)		
<b>Size, Color &amp; Materials</b>					
67	Overhead luminaries in commercial parking areas are not more than 15 feet high and direct light away from public streets and adjoining properties.		IV.G(p70)		
68	All luminaries in residential parking areas are mounted at a maximum height of 12 feet.		IV.G(p70)		
69	Overhead walkway lighting is limited to a maximum height of less than 8 feet.		IV.G(p70)		

MULTI-FAMILY RESIDENTIAL DEVELOPMENT GOALS					
<ul style="list-style-type: none"> <li>Multi-family developments should contribute to the sense of a neighborhood by carefully relating building frontages and yards to public streets and adjacent properties.</li> <li>Future projects should carefully analyze the potential for physical and functional linkages among these projects, to develop a greater sense of community.</li> </ul>					
MULTI-FAMILY DESIGN STANDARDS			Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
70	100 square feet of Group Usable Open Space, as defined by Section 1100 of the Zoning Ordinance, per dwelling unit is provided, including at least 1 children's play area (or picnic or similar recreation area for senior housing) of 400 square feet where the property has 25 or more units with 2 or more bedrooms. An additional 10 square feet of children's play area shall be provided for each additional unit over 25 with 2 or more bedrooms.		IV.A(p56)		



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<b>MULTI-FAMILY DESIGN STANDARDS</b>		<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
71	<p>100 square feet of Private Usable Open Space, as defined by Section 1100 of the Zoning Ordinance, per dwelling unit is provided and:</p> <ul style="list-style-type: none"> <li>• It is directly accessible from the unit</li> <li>• Private spaces have a minimum dimension of 8 feet</li> <li>• Decks used for upper floor private space have a minimum dimension of 4 feet.</li> </ul>	IV.A(p56)		
72	Parking lots are not located between the building and the public street. They are located to the side, rear or internal location on the property.	IV.A(p55)		
73	In projects that do not use a common parking garage, garage doors do not face a public street unless the lot has less than 100 feet of frontage or unless the lot is on a corner. On corner lots, the garage door opens to the side street.	IV.A(p54)		
74	Projects with a common enclosed parking garage have no more than 1 garage door that opens toward the street.	IV.A(p54)		
75	The design of carports and garages is equivalent to the architecture of the principal building.	IV.A(p55)		
76	There are not more than 8 continuous perpendicular or angled parking spaces without a pocket at least 1 space wide planted with at least 1 tree.	IV.A(p55)		
77	Parking drives are not located around the perimeter of developments.	IV.A(p55)		





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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 Spring Valley 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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