



## County of San Diego Permanent Road Division Zone Dissolution Steps

The County of San Diego's Permanent Road Division (PRD) Program provides private road maintenance services for approximately 100 miles of roads. Road maintenance is funded primarily by property owner paid assessments or special taxes and is conducted by the County. The County uses inspections and Pavement Condition Index (PCI) evaluation to determine road conditions. Roads with a PCI above 50 are considered in good or very good condition. Information about the condition of specific road segments is contained [here](#).

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*[Learn more about how the County uses Pavement Condition Index Levels to evaluate PRD Zone roads. Video or Presentation](#)*

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Most PRD Zones were formed before 1980. Due to inflation, the maximum rate approved by property owners for the PRD Zone may no longer provide adequate funding needed for current road construction costs. If a PRD Zone does not have enough revenue to fund needed repairs and maintenance work to keep the average PRD Zone road in good condition (above PCI 50), staff will work with property owners to determine property owner support for how to improve road conditions, either through a rate increase, community solution, or dissolution of the PRD Zone. If property owners do not support any of the options to improve and maintain the road condition at, or above, PCI 50, the County may recommend the dissolution of the PRD Zone.

Alternately, property owners may determine that a PRD Zone is no longer a good option for maintaining their private roads. Property owners can also request that a PRD Zone be dissolved with support a simple majority (50+%) of the total property owners, or property owners representing a simple majority (50+%) of the total annual assessment for the PRD Zone (calculated by Equivalent Benefit Units (EBU)) within the boundaries of the existing PRD Zone. If property owners would like further information on the annual assessment(s) paid per parcel and/or landowner contact information, please contact our general email at [SPDIST.LUEG@sdcounty.ca.gov](mailto:SPDIST.LUEG@sdcounty.ca.gov) or general phone number 858-694-2691. Once the County receives a petition for dissolution, staff will bring the request for dissolution to the Board of Supervisors.

If the Board approves a dissolution, the County will no longer request any funding for maintaining the private roads within the PRD Zone, the County will no longer have any road maintenance responsibilities, and any future road improvement and/or maintenance would become the sole responsibility of the private property owners.

### **PRD Zone General Information**

- The dissolution process can be initiated through a County staff prepared ballot, or by petition submitted by the current property owners.
- If a dissolution is approved, the County will no longer collect funds from property owners for road maintenance and all road maintenance becomes the responsibility of the property owners.
- The dissolution process can take up to 18 months.
- Dissolution costs are estimated to be \$8,000 to \$10,000 and are funded from existing PRD Zone funds/revenues.
- Dissolution can only occur after any outstanding PRD Zone debt, such as formation costs or a loan, is repaid.
- Any funds remaining in the PRD Zone's fund at the time of a dissolution can be spent on a final road maintenance project, or any funds remaining after a dissolution will be refunded to the property owner that paid them.



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### Property Owner Initiated Dissolution Steps

**Step 1:** Property owners submit petition showing that a simple majority of all property owners are in support of dissolution (this can also be done through balloting).

Petition The property owner(s) circulates a petition to document that a simple majority of property owners support the dissolution. When enough signatures have been gathered in support of the dissolution, the petition is submitted to the County.

Ballot The option for dissolution may be included on a County ballot containing different options to improve road conditions or on a ballot conducted only for the purpose of determining property owner support for dissolution. Ballots will be mailed to all property owners and must be returned by the designated deadline.

**Step 2:** Once support for the dissolution by a simple majority of all property owners has been documented by petition or ballot, County staff will proceed with dissolution process beginning with a review of the financial status of the PRD zone to determine if there are any funds available to complete any final road maintenance and/or improvements or if property owners prefer that any funds remaining after a dissolution be refunded to the property owner that paid them.

**Step 3:** A letter will be sent to the property owners notifying them of the intention to dissolve the PRD zone and the date of the Board of Supervisors' hearing to consider the dissolution. (There will be a second hearing where the Board will be asked to adopt a resolution to dissolve and repeal the related ordinance.)

**Step 4:** County staff will bring the request for dissolution to the Board. Depending on the timing of the request for dissolution, staff may remove the property owner assessment or special tax from the upcoming annual property tax bill ahead of the request for dissolution being heard by the Board. There will be two Board hearings for the dissolution and property owners in support or opposition of the dissolution are able to speak at either or both hearings. The Board must vote to approve the request for dissolution for a dissolution to be final.

**Step 5:** After the Board approves the dissolution, County staff will determine the amount of any refunds due to property owners; the County will no longer collect funds from property owners for road maintenance, and road maintenance becomes the sole responsibility of the property owners.



County of San Diego Permanent Road Division Zone Website  
[PRD Zone Information \(sandiegocounty.gov\)](http://sandiegocounty.gov)