



County of San Diego, Planning & Development Services
Land Development Initial Consultation
LAND DEVELOPMENT DIVISION

Land Development Initial Consultation Meeting Request Form

Planning & Development Services (PDS) Land Development Division (LD) has the following Initial Consultation (IC) meetings options available with Land Development staff:

The LD IC is intended to identify the general regulatory constraints of a property, answer specific customer questions and/or provide a cursory review of a conceptual project for potential issues.

- The meeting is available to facilitate or assist with final design of the project. The IC meeting is intended to identify and resolve major issues that may affect project design and processing of land development permits prior to a formal permit application submittal.

Planning & Development Services (PDS) has the following consultation meetings options available with Land Development, Building and Public Works Watershed Protection Program staff:

The IC for PDP SWMQP compliance. The IC is intended to review stormwater compliance for projects processing Building Permits which may have had previous PDP SWQMP approval under a prior permit (e.g. Major Grading Permit). Staff will review documentation to determine whether

- the current PDP SWQMP report is adequate or whether a PDP SWQMP addendum will need to be completed. NOTE: If it is determined that a PDP SWQMP addendum is needed, a formal submittal for a Land Development Referral will be required to complete the PDP SWQMP addendum review.

MEETING CONTACT INFORMATION/PROPERTY LOCATION

Please complete the information below for the requestor and site information: (* is required)

Requestor information:

Requestor's Name: * Phone Number:*

Mailing Address:

E-mail Address: *

Property information:

Property Assessor Parcel Number(s): *

Property Address/ Location:

If previous project submitted to PDS please provide any and all related record ID's.



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Engineer-of-Work
(EOW): (if different than
requestor)

Phone
Number:

EOW Address:

E-mail Address: *

MEETING PURPOSE/PROJECT DESCRIPTION

Explain the purpose of your initial consultation request with a written description of your proposed project and list specific questions you would like answered. Please attach additional pages, if necessary, and an exhibit, tentative map, tentative parcel map, or plot plan of your proposal. If studies are available, they should be made available to assist staff.

NOTE: PLEASE PROVIDE AS MANY DETAILS REGARDING THE PROJECT AND SITE AS POSSIBLE AS THIS WILL ALLOW FOR STAFF TO PROVIDE MORE DETAILED AND CONSTRUCTIVE FEEDBACK



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REQUESTED COUNTY REPRESENTATIVES OR SPECIALISTS AT INITIAL CONSULTATION

The Project Manager will make the final determination of the appropriate representatives based on this request, site constraints, and project features. PDS staff other than the Project Manager may attend if items are related to Planning, Zoning, CEQA Environmental, and or Codes. Some specialists may be requested to attend that within other LUEG Departments such as Department of Public Works (DPW) Staff for items related to Road Improvements/ Access/Traffic/Drainage, or Department of Environmental Health and Quality (DEHQ) Staff for Well/Septic Systems, or Department of Parks or Recreation (DPR) for Park Land Dedication Ordinance/Trails.

NOTE: Are you an Attorney or are you bringing an Attorney to the Meeting? Yes No

Be aware County of San Diego Policy requires a Deputy County Counsel attend meetings where an outside attorney is present. Deputy County Counsel will charge at the hourly rate. If you check the "Yes" box, above, change your mind and fail to notify PDS you will not bring an attorney, County Counsel charges for preparation and travel (generally 1-2 hours) will still be applied.

PAYMENT DEPOSIT FOR IC MEETING

See table below for the required deposit to submit the IC desired. The Project Manager will make the final determination of the appropriate representatives based on this request, depending on the required specialist, if the time for research and the meeting will exceed that cost, the Project Manager will send you an additional deposit request.

	Initial Consultation Type	Deposit
<input type="checkbox"/>	Land Development Initial Consultation to identify and resolve major issues that may affect project design and processing of land development permits	\$3,035
<input type="checkbox"/>	PDP SWMQP compliance	\$3,690

MEETING REQUEST SUBMITTAL

If you need assistance in completing this application and instructions on submitting, please contact the PDS Permit Center Land Development Counter at 858-694-2055 or email them at ldpermitcounter@sdcounty.ca.gov

To Submit please return this form, the Financially Responsible Form ([Form 126](#)) and all necessary project documentation and/or studies to the PDS Permit Center at the Land Development Counter, Located at: 5510 Overland Ave, Suite 110, San Diego, Ca 92123. The deposit will be required to be paid to submit the requested IC.

For the Land Development IC the Project Manager to whom the project is assigned will contact the meeting requestor/ Engineer-of-Work generally within 10 working days of receipt of this form to schedule the meeting. All IC meetings will generally take place within 2 weeks from Project Manager contacting them.

For the PDP SWMQP compliance the review will take place within 2 weeks of submittal, and the Building Division point of contact will contact the requestor with the outcome of the review. NOTE: If it is determined that a PDP SWQMP addendum is needed, a formal submittal for a Land Development Referral will be required to complete the PDP SWQMP addendum review.