**County of San Diego, Planning & Development Services**
# Self- Certification Training
# Private Roads with 4 Homes
*LAND DEVELOPMENT DIVISION*

1) Introduction to the program
   a) What is the program intro and overview? (10 min)
   b) What are the expectations from the County? (15 min)
      i) Provide eligibility requirements
      ii) Provide Applicant's Guide
      iii) Provide Land Development Manager contact information
      iv) Provide a copy of the Rules
   c) Review the Self-Certification flow chart (10 min)
      i) Certification requirements
      ii) Good standing requirements
      iii) Design of project
      iv) Random Audit of submitted plans
      v) PDCI Inspections
   d) Review of additional documents required for plan submittal (20 min)
      i) Owner hold harmless, Application, owner acknowledgement
      ii) Understanding of the outside approval process prior to issuance
         (1) Water district
         (2) Fire District
         (3) Sewer
         (4) DEH (Septic)

2) Audit Overview (25 min)
   a) Provide Audit handout
   b) What is the scoring system
   c) What happens if changes are required
      i) Notification of the changes required
      ii) Feedback on the scoring provided
      iii) Official notification if plans are flagged

3) Field inspection (30 min)
   a) All inspections are required for projects
   b) PDCI inspector can request second opinion for plan errors or emissions
   c) If field conditions do not match the plans a stop work may occur while new revised plans are reviewed
      i) If this is the case the professional may be sited with an infraction on their record
      ii) Three infractions in a year will remove the professional from the program for 12 months.