



# County of San Diego – Lakeside Multi-Family Design Review Checklist

## SITE LAYOUT DESIGN GOAL:

- All development proposals should show evidence of harmony with the site plan, arrangement of building forms and landscape design of neighboring properties.
- Orient as many dwelling units as possible toward the street.
- Minimize the impacts of parking on the residential character of the street.
- Provide useable open space.

## SITE LAYOUT STANDARDS

### Building Location & Orientation

		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
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)		
3	Project includes covered and trellised outdoor spaces, (porches, balconies, verandas, patios, or loggias). (See illustration for guidance)	A4.6 (p23)		
4	A minimum 20 feet planted setback is provided along all front and side street property lines.	B3.1 (p48)		
5	The dwelling unit entries have front porches or entry patios or terraces and are oriented toward the street.	B3.2 (p48)		
6	Living space is on the ground floor or not more than ½ story above ground level.	B3.2 (p48)		
7	100 square feet of Group Usable Open Space, as defined by Section 1100 of the Zoning Ordinance, per dwelling unit is provided: <ul style="list-style-type: none"> <li>• Concrete and asphalt are not used</li> <li>• At least 1 children’s play area of 400 square feet for the first 25 units, plus 100 square feet for each additional 25 units is provided.</li> </ul>	B3.3 (p49)		



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	<b>SITE LAYOUT STANDARDS</b>	<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
8	<p>100 square feet of Private Usable Open Space, as defined by Section 1100 of the Zoning Ordinance, per dwelling unit is provided:</p> <ul style="list-style-type: none"> <li>• Private usable open spaces on ground have a minimum dimension of 8 feet and are screened from public view</li> <li>• Private usable Open space on sloped sites is terraced to provide level spaces</li> <li>• Habitable spaces open directly onto outdoor spaces</li> <li>• Private usable open spaces receive sun penetration in winter months, and are shaded by deciduous trees in the summer.</li> </ul> <p>For upper level units entirely above grade, Group Usable Open Space, as defined by Section 1100 of the Zoning Ordinance, may be substituted for up to 50 square feet of this requirement.</p>	B3.4 (p49)		
9	Garage doors do not face a public street, except to a side street when the project is located on a corner lot.	B3.5 (p49)		
10	Projects with a common enclosed parking garage have no more than 1 garage door that opens toward the street.	B3.5 (p50)		
11	Carpports and garage design are equivalent to the architecture of the principal building.	B3.5 (p50)		
	<b>Parking Lot Location, Access &amp; Configuration</b>			
12	Parking lots are not located between building and the street.	B3.5 (p49)		
13	Views to parking areas are screened from public streets, adjacent properties, and usable open space areas, as defined in Section 1100 of the Zoning Ordinance.	B3.5 (p50)		
14	Surface parking lots are designed as Parking Courts not more than 10 spaces deep, and set back from the street property line by a 20 foot planted front yard. A Parking Court is a landscaped parking area containing a maximum of 20 parking spaces. (See illustration for guidance)	B3.5 (p50)		
15	There are not more than 10 continuous perpendicular or angled parking spaces without a pocket at least 1 space wide planted with at least 1 tree. (See illustration for guidance).	B3.6 (p50)		



ARCHITECTURAL DESIGN GOALS:					
<ul style="list-style-type: none"> <li>• Respect the scale of the community with regard to the apparent height and width of new buildings.</li> <li>• Building form, mass and elevations should be articulated to create interesting roof lines, shadow patterns and architectural detailing.</li> </ul>					
ARCHITECTURAL DESIGN STANDARDS			Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
<b>Building Form &amp; Massing</b>					
16	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)		
17	Building elevations over 50 feet in length include offsets, projections, roof overhangs, or recesses. (See illustration for guidance)		A4.1 (p19)		
18	Buildings provide shade and shadow via offsets, projections, roof overhangs, or recesses. (See illustration for guidance)		A4.1 (p20)		
19	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)		
20	Building entrances include porches, loggias, or arbors.		A4.5 (p22)		
21	Windows and doors are recessed to create shadow lines.		A4.5 (p22)		
<b>Multi-Building Projects</b>					
22	Individual buildings and structures in multi-building developments have an equivalent design.		A4.2 (p20)		
23	Facades and roof lines facing streets, parking areas and residential neighbors are equivalent in design, color, and materials throughout the development.		A4.2 (p20)		
24	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>					
25	Building material changes intersect with an architectural element, such as a chimney, projection, or pilaster. (See illustration for guidance)		A4.3 (p20)		
26	Project uses 1 or more of the following encouraged building materials: <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)		



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		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment	Sheet
	<b>ARCHITECTURAL DESIGN STANDARDS</b>				
27	<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, or blue) and a composite color (orange, green, or purple) glazed masonry Glass curtain walls</li> <li>• Synthetic masonry materials</li> </ul>	A4.3 (p21)			
	<b>Roof Forms</b>				
28	Sloped roofs over 100 feet in length have a break in plane or other treatments. (See illustration for guidance)	A4.4 (p21)			
29	Gabled, hip, or shed roof forms at a moderate to steep pitch (4:12 and greater) are proposed.	A4.4 (p21)			
30	Eaves and roof overhangs create shadow lines and reduce the amount of sunlight striking glass surfaces.	A4.4 (p21)			
31	The project incorporates shed roofs, or trellises covering exterior walkways or loggias. (See illustration for guidance)	A4.4 (p22)			
32	<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)			
33	<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>				
34	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 noise walls are used, the noise walls provide a change of plane at a minimum of 50 foot intervals.	A4.7 (p23)			
35	<p>Where applicable, the wall and/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)			



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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>
36	<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> <li>• Provide landscaping which enhances the feeling and scale of residential streets and properties.</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>				
37	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)		
38	All areas are planted unless used for building, parking, or other designated functions.	A5.2 (p26)		
<b>Design Concepts</b>				
39	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)		
40	Project proposes shrubs beneath the trees (rather than lawn or ornamental ground covers).	A5.1 (p25)		
41	Drought resistant grasses are used beneath trees.	A5.1 (p25)		
42	Shrubs that grow at least 30 inches in two years are used in place of traditional ground cover.	A5.1 (p25)		
43	The use of turf grasses is limited to parks or other active use areas.	A5.1 (p25)		
44	New roads are planted with trees at regular intervals of no more than 50 feet.	B3.6 (p51)		
45	Landscaped pockets are provided between adjacent double garage doors.	B3.6 (p51)		



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		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
	<b>LANDSCAPE DESIGN STANDARDS</b>			
46	Side and rear yards are planted with at least 1 tree for every 300 square feet of total area.	B3.6 (p52)		
	<b>Preservation of Significant Trees</b>			
47	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)		
48	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>			
49	In the 20 foot area between the property line along a street and the parking lot: <ul style="list-style-type: none"> <li>1 tree is provided for every 300 square feet of total area.</li> <li>Shrubs that grow a minimum height of 30 inches after 2 years growth and are spaced so that the branches will intertwine or low walls provide a visual screen of the parking lot. Walls used for screening will be set back a minimum of 5 feet from the property line and that setback will be planted.</li> </ul>	B3.6 (p52)		
50	The perimeter of the parking lot is set back from interior property lines by at least 5 feet. The set back area is landscaped with the following: <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 and are spaced so that the branches will intertwine to provide a visual screen.</li> </ul>	B3.6 (p52)		
51	At least 5% of the internal parking areas greater than 6,000 square feet are planted with trees and shrubs, and every parking space is within 30 feet of the trunk of a tree.	B3.6 (p52)		
52	The space between the perimeter of the parking lot and the nearest buildings is a minimum of 5 feet and contains either a combination of trees and shrubs or a sidewalk. If the location is not visible from a public street, the minimum is reduced to 2 feet.	B3.6 (p52)		
53	All trees are minimum 24-inch size.	B3.6 (p52)		



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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					
54	Sign illumination is external, shielded top mounted, downward directed light source shielded from view.		A7.1 (p28)		
55	All signs and sign components are limited to 3 colors in addition to black and white.		A7.1 (p28)		
56	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)		
57	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)		
58	No sign is located above the highest portion of the building.		A7.1 (p28)		
59	Sign posts and other structural elements are made of wood or metal with a white, black, earth tone (brown, tan, green, and grey) or clear stain finish.		A7.1 (p28)		
60	There is no more than 1 sign per multi-family residential development entry from a public street or road.		A7.3 (p30)		
61	Sign area is limited to 10 square feet for projects of less than 25 dwelling units, and 25 square feet for projects with 25 or more dwelling units.		A7.3 (p30)		
Permitted Sign Types					
62	<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 of braces on the ground, not exceeding 4 feet in height (not permitted in the Lakeside Village).</li> <li><b>Hanging:</b> A sign attached to and located below any eave, canopy, or awning.</li> <li><b>Wall:</b> A sign affixed directly to an exterior wall or fence.</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)		



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		Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
	<b>SIGNAGE DESIGN STANDARDS</b>			
	<b>Prohibited Signs Types</b>			
63	<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 which cover architectural features</li> </ul>	A7.4 (p30)		

<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>				
	<b>LIGHTING DESIGN STANDARDS</b>	Guideline Reference	Plot Plan Complies (Y/N/NA)	See Comment Sheet
	<b>Prevent Glare, Preserve Night Sky</b>			
64	All outdoor lighting is directed downward.	A8.1 (p31)		
65	Service area lighting does not spill onto adjacent areas.	A8.1 (p31)		
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.	A8.1 (p31)		
	<b>Low, Even Levels</b>			
67	Externally lighted signs use only shielded top mounted, downward directed light sources.	A8.1 (p31)		
	<b>Size, Color &amp; Materials</b>			
68	Overhead walkway lighting is between 8 to 12 feet in height.	A8.3 (p31)		
69	All luminaries in residential parking areas are 15 feet or less in height.	A8.2 (p31)		





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<b>BUILDING EQUIPMENT &amp; SERVICES GOAL:</b>				
<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>				
<b>BUILDING EQUIPMENT &amp; SERVICES STANDARDS</b>		<b>Guideline Reference</b>	<b>Plot Plan Complies (Y/N/NA)</b>	<b>See Comment Sheet</b>
71	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)		
72	Utility meters are located in service or screened areas.	A9 (p32)		
73	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)		
746	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)		
75	Roof mounted equipment is screened.	A9 (p32)		
76	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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**Project Review Comments Page** – Please note the number of the referenced standard and insert comments as needed.

**Example:**

2	<i>The Applicant prepared and offered a common parking access and maintenance easement agreement to the adjoining owner.</i>
69	<i>The project provides minimal and balanced lighting levels consistent with IESNA recommended ratios of not greater than 10:1 between the maximum and minimum lighting levels; and not greater than 4:1 between the average and minimum lighting levels. The project provides a minimum level of 0.2 footcandles for commercial parking areas, an average of approximately 0.8, and the maximum illuminance is approximately 2.0 footcandles, consistent with the IESNA guidelines.</i>

#	Comment on Checklist Standard



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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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