



CITY OF ESCONDIDO
Planning Division
201 North Broadway
Escondido, CA 92025-2798
(760) 839-4671
Fax: (760) 839-4313

FOR INTERNAL USE ONLY	
Case No.:	_____
Date Submitted:	_____
Project Planner:	_____
Fees Paid:	_____
Receipt No.:	_____
Related Cases:	_____
Date Deemed Complete:	_____

**DISCRETIONARY PERMIT
 GENERAL APPLICATION FORM**

NOTE: INFORMATION FROM THIS GENERAL APPLICATION FORM SHALL ACCOMPANY THE FOLLOWING SPECIFIC REQUESTS, WHICH REQUIRE MORE DETAILED SUBMITTALS.

- | | |
|---|--|
| <input type="checkbox"/> Amendment to the Zoning Code | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Vesting Tentative Map |
| <input type="checkbox"/> Condominium Permit/Conversion | <input type="checkbox"/> Zone Change/Prezone |
| <input type="checkbox"/> Development Agreement | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Extension of Time for previously approved Case No. _____ | |
| <input type="checkbox"/> General Plan Amendment | Modification to: |
| <input type="checkbox"/> Grading Exemption | <input type="checkbox"/> Conditional Use Permit _____ |
| <input type="checkbox"/> Master Development Plan | <input type="checkbox"/> Master Development Plan _____ |
| <input type="checkbox"/> Precise Development Plan | <input type="checkbox"/> Precise Development Plan _____ |
| <input type="checkbox"/> Preliminary Development Plan | <input type="checkbox"/> Tentative Subdivision Map _____ |
| <input type="checkbox"/> Specific Plan | <input type="checkbox"/> Vesting Tentative Map _____ |
| <input type="checkbox"/> Tentative Subdivision Map | <input type="checkbox"/> Other _____ |

COMPLETE PROJECT DESCRIPTION (use additional sheets as necessary and see [examples of complete project descriptions](#)):

APPLICANT/CONTACT PERSON

Name (Print): _____
 Address: _____
 City, State, Zip: _____
 Phone No.: _____
 Fax: _____
 E-mail: _____
 Signature: _____

OWNER (If multiple owners/addresses, attach additional sheets as necessary.)

Name (Print): _____
 Address: _____
 City, State, Zip: _____
 Phone No.: _____
 Fax: _____
 E-mail: _____
 Signature: _____
 (authorizing applicant to submit the application)
 Date: _____

SITE INFORMATION

Property Address: _____
 APN: _____
 Size: _____
 Environmental Status: _____
 Land Use Code: _____

General Plan Designation: _____
 Tier/Neighborhood: _____
 Zoning: _____
 Overlay Zone: _____
 Density: _____

CITY OF ESCONDIDO

General Application Required Items Checklist

The Discretionary Permit General Application form is **a required form**, in addition to those items detailed on the relevant applications forms associated with the permit(s) requested on this form.

For example, a Discretionary Permit General Application form requesting a Conditional Use Permit is required to provide the items listed below as well as those listed on the Conditional Use Permit supplemental application.

The below checklist is required for any discretionary request. Additional materials may be required and will depend on the applicable supplemental applications based on the requested planning permits.

**CITY OF ESCONDIDO
Site Plan/Massing Diagram
or Release of Plans**

Any and all planning applications requiring a public hearing must provide one of the following as part of their project application for the purposes of compliance with Government Code Section 65103.5:

1. A Site Plan and/or Massing Diagram for the purposes of posting on the internet or distributing to the public, upon request;
2. Grant permission to the City to post project plans on the internet or distribute to the public, upon request.

___ Option 1 -- Site Plan/Massing Diagram Provided

A Site Plan and/or Massing Diagram provided as part of the project application for purposes of public distribution must be labeled as "Site Plan" or "Massing Diagram" and contain a note stating the sheet is available for public distribution. Such Site Plan and/or Massing Diagram must conform with the requirements of Government Code Section 65103.5(f)(1) and (f)(3)(A-O).

___ Option 2 -- Grant Permission

In order to facilitate the public review process, the City requests that architects and engineers release any plans, drawings, studies or reports submitted as part of the application to be released digitally for the purposes of public review. By signing the below, you as the design professional or the owner of the copyright, if different than the design professional, agree to grant the City of Escondido's Development Services Division permission to post submitted plans associated with Planning Application No. _____ on the internet and make available for public distribution, if requested.

Design Professional Name (printed): _____

Design Professional Signature: _____ Date: _____

Copyright Holder Name (printed): _____

Copyright Holder Signature: _____ Date: _____

NEITHER OPTION SELECTED

If the design professional or the owner of the copyright, if different from the design professional, elects not to submit a site plan or massing diagram upon submission of an official copy of architectural drawings to the City, permission is deemed granted for the purposes of posting on the internet and public distribution, if requested, and the City is not subject (Gov. Code Section 65103.5(e)).

CITY OF ESCONDIDO Disclosure Statement

Consultation of List of Sites Related to Hazardous Wastes

Certification of Compliance with Government Code Section 65962.5

Pursuant to Government Code Section 65962.5f (AB 3750 Cortese), this statement **must be completed and signed** by the applicant before an application can be deemed complete for any type of development project.

I certify that I have consulted the list of identified hazardous waste sites consolidated by the Office of Planning and Research (OPR), which is posted and maintained at the Planning Department of the City of Escondido.

I hereby certify that the proposed location for a development permit application at:

Street Address	Assessor Parcel No.	

City	State	Zip

- is not** on the most recent list of identified hazardous waste sites consolidated by the Office of Planning and Research.
- is** on the most recent list of identified hazardous waste sites consolidated by the Office of Planning and research. A copy of the list is hereby attached.

Signature of Applicant/Owner

Date

SDG&E Notification

The SDG&E Company's Gas Planning Department has requested notifications of new projects proposed in Escondido for utility purposes only.

This is to certify that I have routed a copy of the site plan and project description to the SDG&E Gas and Planning Department addressed as:

SDG&E
Gas Planning Department
Operations Manager
6875 Consolidated Way, Mail Stop SD1311
San Diego, CA 92121

Signature of Owner or Applicant

Date

CITY OF ESCONDIDO Public Noticing Requirements

The Escondido Zoning Code requires public notification for public hearing items and actions of intended decision as set forth in **Article 61, Division 6, Section 33-1300(c)** and consistent with State law. Applicants whose application request requires compliance with the above section will provide the items identified in the Public Noticing Requirements form.

The public noticing requirements are outlined on the **Public Noticing Requirements form** found by clicking the link below and consist of three components: (1) A noticing package containing mailing labels, mailing list, and radius map specifying all parcels and property owner information specified in Article 61, Division 6, Section 33-1300; (2) On-site signage dimensioned and specific to the form(s) provided by the City; (3) Affidavits certifying the accuracy from the preparer(s) of both (1) and (2) and compliance with on-site posting of (2).

LINK TO REQS: <https://escondido.gov/1108/Development-Project-Information-Resource>

Fees are to be paid for the cost of mailing the notices pursuant to current mailing rates set by the USPS.

On-site sign posting will be the responsibility of the Applicant, as will all costs associated with (re)printing and posting for any sign(s), including those posted without approval from the Planning Division.

The on-site notice shall be constructed according to the following standards:

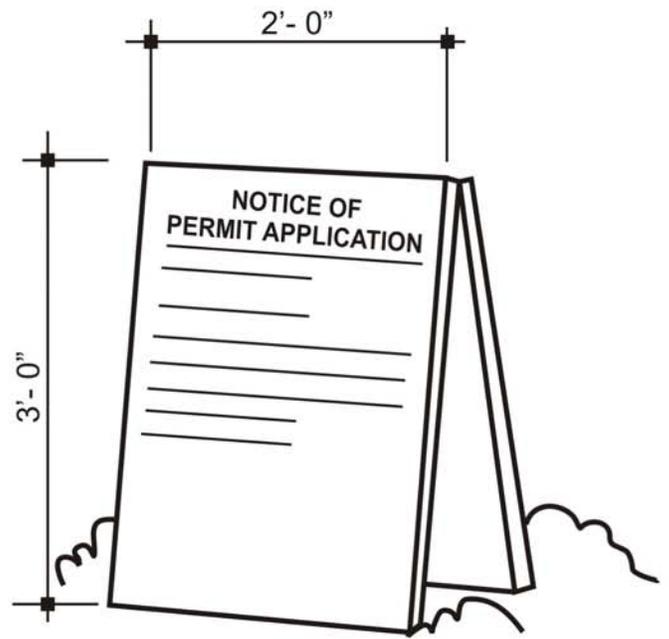
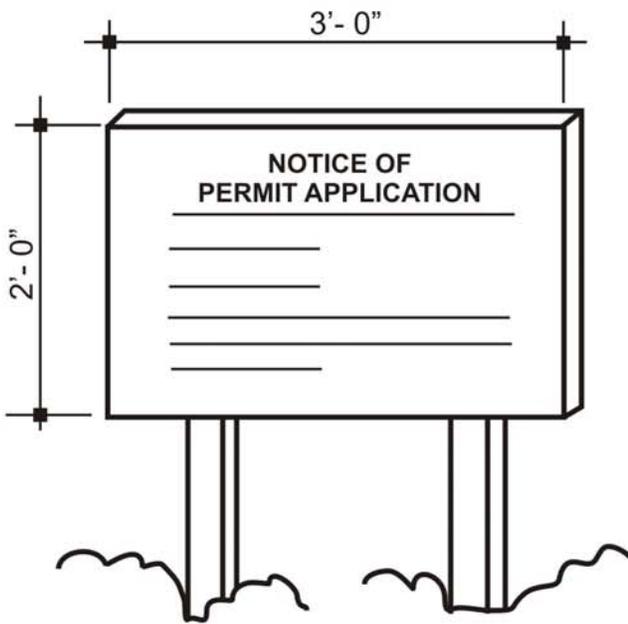
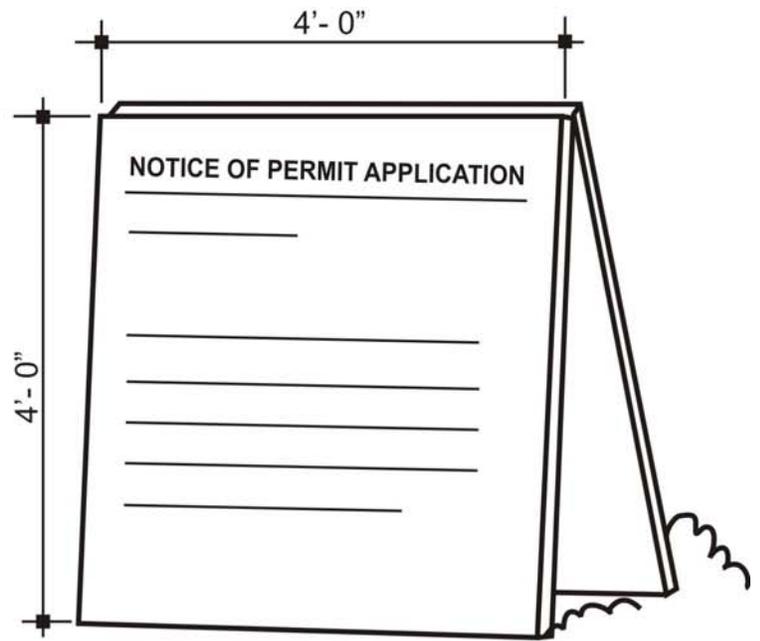
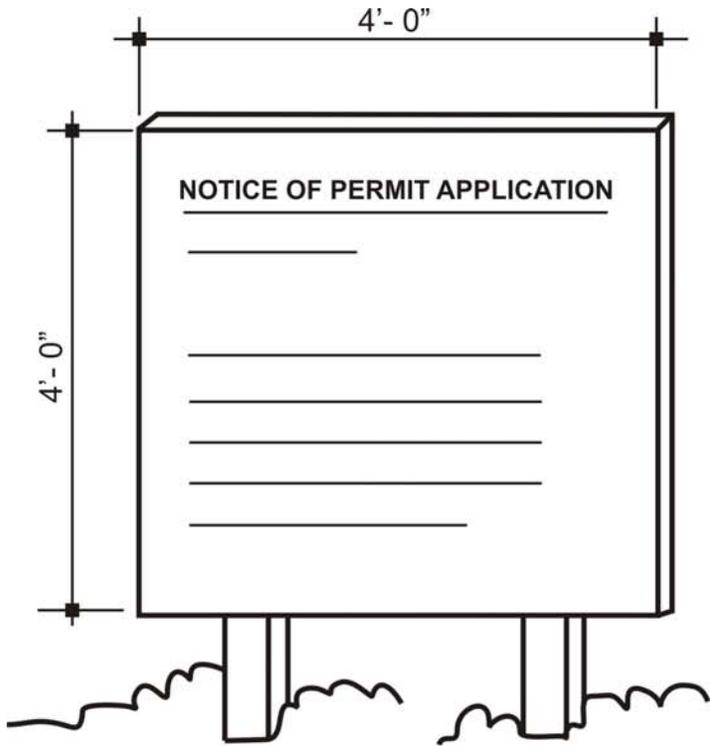
- a. Minimum size requirements of 16 sq. ft. for undeveloped parcels 1 acre or larger in size or developed parcels larger than 10 acres.
- b. Minimum size requirements of 6 sq. ft. for developed parcels less than 10 acres or undeveloped parcels less than 1 acre.

Required items may be provided after initial submittal, depending on the scope of project description and entitlements requested. No project may be **scheduled** for hearing until a complete package is submitted.

I understand that my project requires a Public Notice package and I am responsible as the Applicant for providing such package pursuant to the requirements outlined under the City's Public Noticing Requirements form.

Name (printed): _____ Signature: _____

Date: _____



* Each sign should face the street and be posted 10' - 15' from the edge of the street (right behind the sidewalk).

CITY OF ESCONDIDO

Examples of Complete Project Description

The project descriptions listed below are three examples of what staff considers to be **complete** project descriptions. For adequate analysis, complete legal descriptions are required.

EXAMPLE 1

A Tentative Subdivision Map and Master and Precise Planned Development for 33 lots and 33 single family, detached units, requesting lot averaging and a Grading Exemption to allow interior cut slopes up to 33 feet in height where such slopes are limited to 20 feet in height, on 1.5 acres, in the R-1-15 (Single Family Residential, 15,000 sq. ft. minimum lot size) zone.

EXAMPLE 2

A Grading Exemption to allow an increase in the height of an existing peripheral fill slope from 11 feet to 13 feet, where such slopes are limited to 5 feet in height, on 1.5 acres, in the R-E-20 (Residential Estates, 20,000 sq. ft.) zone.

EXAMPLE 3

Modifications to a previously approved Preliminary Plan including revisions to the site design, building elevations, access, and a variation in the unit type, and a Master and Precise Development Plan for 216 apartment units in the P-D-R, 24.5 (Planned Development Residential, 24.5 du/acre) zone.

Please note that the description identifies all aspects of the request, i.e., size, zoning, number of lots and/or units, identification of all exceptions in comparison to ordinance standards.

NOTICE: PUBLIC ART PARTNERSHIP PROGRAM

Effective February 17, 1987, development projects requiring building permits from the City of Escondido will be subject to the Public Art Partnership Program, with some exceptions. In conjunction with development, artwork approved by the Public Art Partnership Panel or an in-lieu fee based upon building valuation will be required with the issuance of building permits. Please contact the Planning Division for further information.

NOTICE: REQUIREMENT TO UNDERGROUND OVERHEAD UTILITIES

Effective February 14, 2007, developments shall be conditioned to underground all overhead utilities along the street frontage, abutting side or rear property lines or through the interior of the development. If a waiver of this condition is requested by the applicant, said request shall be made in writing justifying the reasons for waiving required undergrounding conditions.

DESIGN LIMITATIONS FOR PROFESSIONALS



UNLICENSED PERSONS

Limited to design of:

- Single-family dwellings of woodframe construction not more than two stories and basement in height
- Multiple dwellings containing no more than four dwelling units of woodframe construction not more than two stories and basement in height. Not more than four dwelling units per lot.
- Garages or other structures appurtenant to dwellings of woodframe construction not more than two stories and basement in height.
- Agricultural and ranch buildings of woodframe construction.*
- Nonstructural store fronts, interior alterations or additions, fixtures, cabinet work, furniture, or other appliances or equipment including nonstructural work necessary to provide for their installation.
- Nonstructural alterations or additions to any building necessary to or attendant upon the installation of such storefronts, interior alterations or additions, fixtures, cabinet work, furniture, appliances, or equipment.
- May not design any component that affects the safety of any building or its occupants, including but not limited to structural or seismic components.

* Unless the building official having Jurisdiction deems that an undue risk to the public health, safety or welfare is involved.

STRUCTURAL ENGINEERS
No limitations; may design any building of any type.

CIVIL ENGINEERS
May design any building except hospitals or schools.

ARCHITECTS
May design any type building with these exceptions

- The structural portion of a hospital.

APPLICABLE STATUTES

6731, 6736, 5537.1 of B & P Code

APPLICABLE STATUTES

15013 of H & S Code
5537.5, 6731, 6735 of B & P Code

APPLICABLE STATUTES

15048 of H & S Code
5500.1, 6737 of B & P Code

APPLICABLE STATUTES

5537, 5538, 6737.1 of B & P Code

CITY OF ESCONDIDO

STORM WATER REQUIREMENTS FOR ALL DEVELOPMENT PROJECTS

As of February 16, 2016, all projects being permitted by the City of Escondido are required to state their level of storm water responsibility and what storm water best management practices (BMPs) the project will include, based on the type of project.



MINOR projects – generally do not disturb any dirt

Require:

- Construction BMPs – for example, keeping the site clear of trash

PRIORITY projects – generally large scale ground disturbance, or the change from natural landscape to impervious paving and buildings

Require:

- Construction BMPs – for example, preventing erosion from the site
- Site Design BMPs – for example, working with existing natural features like trees and hills
- Source Control BMPs – for example, covering & berming any outdoor work areas
- Treatment Control BMPs – for example, including storm water retention basins

STANDARD projects – generally, all other types of projects

Require:

- Construction BMPs – for example, washing paint and stucco into a container and not onto the ground
- Site Design BMPs – for example, directing water from roofs and pavement into landscaping instead of directly into the street
- Source Control BMPs – for example, trash enclosures with roofs

Applications to the City for Standard or Priority must include the **storm water submittal forms** with their application. Minor projects are noted as minor projects on the main application form.

See <https://escondido.gov/517/Storm-Water-Standards-for-New-Redevelopm> for forms including checklists to determine project types, other BMP suggestions, resources and information about designing the project.