



COUNTY OF SAN LUIS OBISPO
 DEPARTMENT OF PLANNING & BUILDING
 Building Project Checklist

BLD-3038
04/30/2019

If you are planning on developing your property, adding onto any existing structures, constructing a new building, or performing any on site grading, it is important to look into the history of the property as well as ask questions relating to applicable regulations that may apply to your proposed project. To assist in asking the right questions, we recommend that you review the following project checklist and contact the applicable counters/divisions. For each item below showing this symbol - (\$\$) you need to ask the specific permit costs for that item.

Planning Counter: - Is the Use allowed

- Allowable Use, Legal Lot, Existing non-conforming use, Land Use Permit - L.U.P., C.U.P., M.U.P, SUB. Req'd \$\$
- Development Standards - L.U.P., C.U.P., M.U.P. History, Are they current or expired \$\$
- Slope issues-Coastal >20-30%=MUP, >30%=Variance
- Conform to current Setbacks Cal Fire 30' setback Adjusted by Cal-Fire to what minimum
- Allocation \$\$ Vested Tract Conditions of Approval for Tract or Subdivision Height limitations
- Coastal \$\$, Sensitive species TH \$\$, Williamson Act, Height Limits Gross Sq. Ft. limits Airport Easements
- Sensitive Resource Area \$\$, Geologic Study Area – Landslide, Liquefaction Geologist required \$\$
- Secondary Unit Access and Road Issues – Paved road to sec. dwelling Recordation; (2nd D.U., Offer of Deed)
- Environmental Review \$\$, Archaeology-AS, Biology-TH, Botanical, Grading > 10% slope requires env. rev.= major grading \$\$ Inclusionary Housing Fee req'd \$\$
- State licensed architect or engineer is required to prepare the design for a commercial structure

Research and Building Counter:

- History of Building Permits – Permit research & Assessors' data sheet. Check PARCEL HOLDS/Notes
- Expired Permits, As-built – work done without permits \$\$, Two permits required for Ag-Exempt to other use \$\$
- Code Enforcement Cases \$\$ or As- Built Issues Cost of as-built with penalty and Real Time Billing \$\$
- Expired Applications for code enforcement cases \$\$
- Water issues - Well production & potability/SFD & CSD will serve letter \$\$, Shared well agreement
- Septic Design - Distance to wells, streams, water table, Septic Verify & Tier 1, Perk rate. Slope-20% max
- Los Osos Moratorium issues, Water Conservation issues (Nipomo and L.O.) Sewer will serve letter \$\$
- Grading issues \$\$, Previous grading without permit, Ag road to driveway permit, SWPPP/NPDES required \$\$
- Soils Report-Cut/fill pad, Cubic yards of grading. required on applications. Major or Minor grading
- New Permit Fees Application/fees per structure. Plan Check \$\$, Inspection \$\$, Public Facility/Mitigation Fees \$\$, Addressing \$\$, & Recycle
- Occupancy/Use group, Type of Construction
- Disabled Accessibility compliance
- State licensed architect or engineer required for non-conventional construction or commercial structure

- Fire Zone Wildland Urban Interface req'mnts on plans
- Commissioning (>10K sf), Green Bldg Code
- Current codes and local ordinance requirements

Public Works Counter:

- Drainage Review Flood Hazard Area \$\$, flood vents, finish floor elevation Retention/Detention Basins
- Curb, Gutter and Sidewalk issues \$\$ - will your project trigger requirements Traffic Study required
- Encroachment issues \$\$ driveways, utilities, road improvements, Record offer of dedication, etc.
- Road Improvement Fee Area \$\$ Avila, North Coast, Cambria, South Bay (Los Osos), South County (Nipomo), San Miguel, SLO Fringe, Templeton
- Cal Trans permit required \$\$
- MS4 – Stormwater requirements (CCM case) \$\$

Local Fire Jurisdiction: – Cal Fire or Templeton FD, Cambria FD, Cayucos FD, 5-Cities FD, San Miguel FD, Santa Margarita FD

- Sprinklers all SFD (>1000 sf for others) W.U.I. req'd
- Fire Plan required \$\$ Setback Adjustment
- Fire pump and storage tank or water line size for sprinkler systems (CSD) issues – enough water to fight a fire
- Fire Hydrant required Spacing Location
- Access issues. Can they get to it Road paving required (>12% slope) Do you need a second access road?

Other Agencies:

- Architectural Review Committee or Home Owners Association approval. Other City Jurisdiction review
- School District Fees Due \$\$
- Community Service District - water and sewer will serve letters \$\$, Roads \$\$, Holds/Conditions, Grease Traps
- Health Department - Public pools, lead removal (demos), wells, restaurants, Hazardous Materials, cross connection
- Regional Water Quality Control Board - discharge permit required (>2500gpd), SWPPP/NPDES required \$\$
- Air Pollution Control District – Comm. Demo Spray booth, asbestos (T.I.'s), only EPA-II Res. int. fireplace, grading-serpentine, Grease hoods, diesel engine>50hp
- Fish and Game Permit \$\$ if grading on or near any creeks, waterways on your property
- Corps of Engineers Permit \$\$ if building near wetlands or national waterways
- Ag Commissioner Issues - Resource Conservation District grading issues
- County Parks or General Services issues