

CITY OF SANTEE

INTER-OFFICE MEMO

TO: Christina Rios, Senior Planner

VIA: John Keane, Principal Civil Engineer *Jtc*

FROM: Claire Singh, Senior Civil Engineer *CSingh*

DATE: February 13, 2025

SUBJECT: TPM 2020-01 Palm Tree Residences

The Engineering Department has reviewed Tentative Parcel Map 2020-01, routed on November 25, 2024, and recommends the following conditions:

Prior to approval of the parcel map, unless other timing is indicated, the subdivider shall complete the following or have plans submitted and approved, agreements executed and securities posted:

1. The applicant shall include provisions in their design contract with their design consultants that following acceptance by the City, all construction drawings or technical reports accepted by the City, exclusive of architectural building plans, shall become the property of the City. Once accepted, these plans may be freely used, copied or distributed by the City to the public or other agencies as the City may deem appropriate. An acknowledgement of this requirement from the design consultant shall be included on all construction drawings at the time of plan submittal.
2. To coordinate with the City Geographic Information System, horizontal and vertical control for all construction drawings, grading plans, landscape plans, street improvement plans, plot plans, etc., shall be obtained from ROS 11252. All plans, exclusive of the map and building plans, shall be prepared at an engineering scale of 1" = 20' unless otherwise approved by the project engineer.
3. If plans are prepared in digital format using computer aided drafting (CAD), then in addition to providing one hard copy and a digital copy of the plans the applicant shall submit a copy of the plans in a digital .DXF file format at the time of its approval or as requested by the Director of Engineering. The digital file shall be based on accurate coordinate geometry calculations. The digital file for the final map shall specifically include each of the following items in a separate layer:
 - a. Lot boundaries.
 - b. Lot numbers.
 - c. Subdivision boundary.

- d. Right-of-way.
 - e. Street centerlines, and
 - f. Approved street names.
4. Obtain the basis of bearings for the Parcel Map from ROS 11252 and install survey monumentation in accordance with San Diego Regional Standards and County mapping standards. All other monumentation shall be in accordance with the Santee Municipal Code and shall be to the satisfaction of the Director of Engineering.
5. **Parcel Map** – The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:

Please include the following with the first submittal:

- a. Final parcel map.
- b. Current preliminary title reports.
- c. All documents listed in the preliminary title report.
- d. All reference maps used to prepare the final map.
- e. Closure calculations for the map.
- f. Approved tentative parcel map.
- g. Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the full-sized final map shall be provided to the project engineer. Map check fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full.

The signature submittal of the final map mylars shall be by appointment only. Contact the project engineer to schedule a time for this final submittal.

Please include the following with the last submittal:

- a. A copy of the map in AutoCAD format for incorporation into the City GIS data base.
 - b. Mylars of the map with all required signatures and notaries obtained including Padre Dam Municipal Water District if they are to sign the map.
 - c. Copies of certified return receipts for all signature omission letters.
 - d. Subdivision Map Guarantee.
6. Starting with the first plan check submittal, all plan sets including the Parcel Map

shall be submitted concurrently to Padre Dam Municipal Water District for review and approval. The City does not coordinate the review process with Padre Dam, this is the responsibility of the design engineer and the landscape architect. Failure to properly coordinate this review may result in delay of issuance of permits required for construction. It is incumbent upon the applicant to oversee the plan submittals of their design consultants.

7. **Street Improvement Plans** shall be submitted to the Engineering Department and be completed and accepted prior to issuance of a building permit.

Prior to the start of construction of any improvements, public or private, within the limits of the public right-of-way, the applicant shall have plans accepted, agreements executed, securities posted and an Encroachment Permit issued. All improvements shall be installed in accordance with City standards and at the applicant's cost unless otherwise indicated. The following improvements are conditioned as part of this development:

- a. Provide public improvements on the north side of Prospect Avenue to include a paved width of 32 feet from centerline, concrete curb and gutter, street lights, drainage facilities, pedestrian facilities and landscaping.
- b. Remove the existing street light located on the wooden pole and install a concrete pole street light in the ultimate right-of-way in the vicinity of the northwest corner of Prospect Avenue and Our Way to the satisfaction of the City Engineer.
- c. Construct a 30-foot-wide driveway entrance on Prospect Avenue per City of Santee Public Works Standard PW-38.
- d. Construct transitions beyond the widening of the north side of Prospect Avenue at the property's eastern and western boundaries to meet the existing improvements. The western 10' right-of-way boundary shall include a retaining wall to capture the height difference and a fall protection barricade. Provide an asphalt berm with curb cuts along Prospect Avenue to address drainage and protect existing power poles. Transitions shall be to the satisfaction of the City Engineer.
- e. Construct drainage improvements on the north side of Prospect Avenue to accommodate the street runoff from the upstream tributary area, including the proposed widened area on Prospect Avenue. Include installation of a water quality treatment facility to treat the new impervious areas. Maintenance of this treatment area shall be privately maintained and the responsibility of the adjoining property owners. Construct improvements on

the west side of Our Way including curb cuts, vegetated swales, and energy dissipators to convey the existing off-site flows to discharge at the property's northeasterly corner as it currently drains. Maintenance of the vegetated swales and energy dissipators shall be privately maintained and the responsibility of the adjoining property owners.

- f. Install utility conduits for future undergrounding of existing utilities along Prospect Avenue at the property frontage in accordance with SMC 11.24.100.
- g. Replace failed or inadequate pavement to the centerline of the street and failed or inadequate sidewalks on Prospect Avenue to the satisfaction of the City Engineer.
- h. Street improvement plans shall be one hundred percent (**100%**) complete at the time of plan submittal, be prepared in accordance with City guidelines and the requirements set forth herein, and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:
 - 1) 100% complete improvement plans.
 - 2) Estimate for the cost of construction.
 - 3) Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the full-sized improvement plans shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full.

- 8. **Precise Grading Plans** may be submitted to the Engineering Department and accepted prior to map recordation. The following conditions shall apply to acceptance of the Grading Plans and issuance of a Grading Permit:
 - a. Project landscape and irrigation plans for all slope planting on all slopes over three feet in height shall be included in the grading plan set and shall be prepared at the same scale as the grading plans 1" = 20'.
 - b. Project improvement plans shall be completed to the satisfaction of the City Engineer and ready for approval prior to issuance of a grading permit. Plans shall be prepared at a scale of 1" = 20'.

- c. Precise grading plans shall be completed and approved prior to issuance of any building permits or start of construction of the street improvements.
- d. Obtain a grading permit and complete grading in accordance with City standards prior to the issuance of any building permits.
- e. All recommended measures identified in the approved geotechnical and soil investigation shall be incorporated into the project design and construction.
- f. The grading plans shall be prepared at a scale of 1" = 20'. Plans shall include a note that requires immediate planting of all slopes within sixty days following installation of water mains to serve the project. Slope planting shall be fully established prior to occupancy of any unit.
- g. Grading plans shall include preliminary recommendations for all pavement design sections within the project limits. The pavement structural section shall be designed based on the "R" value method using a minimum traffic index of 8.0. Structural sections shall consist of asphalt concrete over approved aggregate base material. Minimum concrete section shall be 5 1/2 inches PCC over compacted, non-expansive soil. Mix design shall be a minimum class 520-C-2500. R-value test data and design calculations shall be submitted for approval to the Engineering Department a minimum of seven days prior to placement of paving. The pavement design report shall conform to City of Santee Form 435 – PAVEMENT DESIGN AND R-VALUE TEST SUBMITTAL PROCEDURES.
- h. Excess soil generated from the project shall be hauled to a legal dumping site as approved by the City Engineer. Import soils shall be tested by a soils engineer and approved by the City Engineer prior to import, and applicant shall obtain a repetitive haul permit from the Engineering Department.
- i. Grading plans shall be one hundred percent complete at the time of plan check submittal, be prepared in accordance with City guidelines and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:
 - 1) 100% completed Grading, landscape, and irrigation plans.
 - 2) A completed grading permit application.
 - 3) Estimate for the cost of construction.
 - 4) Drainage Study specified here within.

- 5) Geotechnical Study specified here within.
- 6) Storm Water Quality Management Plan specified here within.
- 7) Operation & Maintenance (O&M) plan specified here within.
- 8) Letters of permission from any adjoining property owners if grading is proposed off-site. Letters shall be in a form acceptable to the City.
- 9) Letters of acknowledgement, signed and sealed, from each design consultant acknowledging City ownership of all construction drawings following City approval as specified here within.
- 10) Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the above-mentioned full-sized plans, documents and reports shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full.

All grading shall be completed to the satisfaction of the City Engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule.

9. The applicant shall notify all contractors, subcontractors and material suppliers that the following work schedule restrictions apply to this project:
 - a. No site work, building construction, or related activities, including equipment mobilization will be permitted to start on the project prior to 7:00 am and all work for the day shall be completed by 7:00 pm.
 - b. No work is permitted on Sundays or City Holidays.
 - c. No deliveries, including equipment drop off and pick-up, shall be made to the project except between the hours of 8:00 am and 6:00 pm, Monday through Saturday, excluding City Holidays. Deliveries of emergency supplies or equipment necessary to secure the site or protect the public are excluded.
 - d. If the applicant fails or is unable to enforce compliance with their contractors, subcontractors and material suppliers regarding the specified work hours, a reduction of permissible work hours may be imposed by the Director of Engineering.

In addition to the above the applicant shall erect one or more signs stating the work hour restrictions. Signs shall be installed as may be required, in the vicinity of the project construction trailer if a job site trailer is used, or at such other locations as may be deemed appropriate by the Engineering Department. The sign shall be a

minimum of 24" x 36" and shall be weather proofed. The sign content shall be provided by the Engineering Department.

10. Trench work when required within City streets shall be completed within two weeks of the initial start date, including placement of the final trench patch. Trench plates or temporary pavement placement shall be installed at the end of each work day. Advance warning signs on lighted barricades notifying the public of trench plates and or uneven pavement shall be placed and maintained until permanent pavement repairs are made. The maximum length of time including weekends and holidays that trench plates may remain on the street is 72 hours after which temporary or permanent asphalt paving shall be placed.
11. Applicant consents to annexation of the property under development to the Santee Roadway Lighting District and agrees to waive any public notice and hearing of the transfer. Applicant shall pay the necessary annexation costs and upon installation of any street lights required for the development, pay the necessary street light energizing and temporary operating costs.
12. A grading permit to allow early subdivision grading in accordance with Section 11.40.155 of the Grading Ordinance may be obtained following approval of the tentative map.
13. Provide a drainage study prepared by a registered Civil Engineer, with demonstrated expertise in drainage analysis and experience in fluvial geomorphology and water resources management. Storm drainage shall be designed to adequately convey storm water runoff without damage or flooding of surrounding properties or degradation of water quality.
 - a. The drainage study shall identify and calculate storm water runoff quantities expected from the site and upstream of the site and verify the adequacy of all on-site or off-site facilities necessary to discharge this runoff. The drainage system design shall be capable of collecting and conveying all surface water originating within the site, and surface water that may flow onto the site from upstream lands, and shall be in accordance with the latest adopted Master Drainage Plan, the requirements of the City of Santee Public Works Standards, including analysis of the 10-year, 50-year and 100-year frequency storms, and be based on full development of upstream areas.
 - b. The drainage study shall compute rainfall runoff characteristics from the project area including, at a minimum, peak flow rate, flow velocity, runoff volume, time of concentration, and retention volume. These characteristics shall be developed for the 10-year, 50-year and 100-year frequency six-

hour storm during critical hydrologic conditions for soil and vegetative cover. Storm events shall be developed using isopluvial maps and in accordance with the San Diego County Hydrology Manual.

14. Provide a Storm Water Quality Management Plan (SWQMP) prepared and in accordance with the City of Santee Storm Water Ordinance and in accordance with the City of Santee Best Management Practices (BMP) Design Manual dated February 2016. The SWQMP must include best management practices (BMPs) to address water quality and hydromodification. An Operation and Maintenance Plan describing maintenance requirements and costs for BMP maintenance and provision of maintenance verification will be provided.

The SWQMP shall include the following:

- a. Develop and implement appropriate Best Management Practices (BMPs) to ensure that the project does not increase pollutant loads from the site. A combination of respective storm water BMPs, including Site Design, Source Control, and Structural Treatment Control shall be implemented in accordance with the approved SWQMP.
- b. The project design shall incorporate Low Impact Development (LID) and site design BMPs to minimize directly connected impervious areas and to promote infiltration using LID techniques as outlined in the County of San Diego's LID handbook. Parking areas shall be designed to drain to landscape areas. Private roads shall be designed to drain to vegetated swales or landscaped areas.
- c. The site shall comply with full trash capture requirements by providing completely enclosed trash and recycling enclosures, and fitting all storm drain inlets with a State certified grate/screen or trash rack. Said devices must be designed to capture debris of 5 mm or greater, while preventing flooding potential. In addition, any adjacent public storm drain inlet structure to which the site discharges must also be retrofitted with trash capture devices. The device which shall be used for public inlets is the ADS FlexStorm Connector Pipe Screen system or approved equal.
- d. All inlets must be labeled with concrete stamp or equivalent - stating, "No Dumping - Drains to River". If work is performed on a public inlet, the public inlet must be labeled with the following standard specification: Public storm drain inlet markers shall be 4" diameter, stainless steel, natural embossed, inlet marker as manufactured by Almetek Industries or approved equal. Marker shall contain/state "No Dumping" with "Fish w/ Wave"

symbol and "Drains to Waterways" legend. Marker shall contain 2" long x 1/4" diameter threaded rod and shall be installed flush and wet-set in top of inlet, centered on width of inlet opening.

- e. Down spouts and HVAC systems are not permitted to be connected to any storm drain conveyance system. All non-storm water discharges must either drain to landscaped areas, or be plumbed to the sewer.
 - f. Fire suppression systems must be designed to be able to discharge to a sewer clean out for all maintenance and testing activities, or otherwise captured and contained on-site.
 - g. California native/drought-tolerant plants shall be used to the maximum extent feasible to minimize the need for irrigation. Where irrigation is necessary, then the system shall be designed and installed to prevent overspray or irrigation runoff during normal operations and during a break in the line.
 - h. The final project submittal shall include a standalone Operation and Maintenance (O&M) Plan in accordance with the City of Santee BMP Design Manual.
15. Prior to Occupancy:
- a. Provide two print copies and a digital copy of both the final approved Storm Water Quality Management Plan and the Operation and Maintenance Plan.
 - b. Submit a print and digital copy of the BMP Certification package. The BMP certification package includes but is not limited to: 'wet' signed and stamped certification form(s), all BMP related product receipts and materials delivery receipts, an inspection and installation log sheet, and photographs to document each stage of BMP installation.
 - c. Prior to issuance of the final phase of occupancy, an executed contract must be in place with a qualified storm water service provider and a copy of the SWQMP provided to the consultant and the HOA.
16. A Storm Water Facilities Maintenance Agreement accepting responsibility for all structural BMP maintenance, repair and replacement as outlined in said SWQMP report and O&M plan binding on the land throughout the life of the project will be required prior to issuance of building permit.

- a. The owners of Parcels 1 through 4 shall collectively maintain the Biofiltration BMP #1 located on Parcel 4, Biofiltration BMP #2 located on the north side of Prospect Avenue, and the 6-foot vegetated swale and associated energy dissipator along Our Way.
 - b. The owners of Parcels 3 and 4 shall maintain 2 tree wells each located on the property.
17. Provide a geotechnical study prepared in accordance with the requirements of the Santee General Plan. The study will be subject to independent third-party review to be paid for by the applicant. The applicant shall place a cash deposit with the Engineering Department in an amount satisfactory to the Director of Engineering to cover the cost of the review. All recommended measures identified in the approved study shall be incorporated into the project design. Copies of the Geotechnical/Seismic Hazard Study for the Safety Element of the Santee General Plan which details, in Table A-1, study criteria necessary to conform to the General Plan requirements, can be accessed from the City's website.
 - a. The geotechnical report shall analyze any proposed infiltration techniques (trenches, basins, dry wells, permeable pavements with underground reservoir for infiltration) for any potential adverse geotechnical concerns. Geotechnical conditions such as: slope stability, expansive soils, compressible soils, seepage, groundwater depth, and loss of foundation or pavement subgrade strength should be addressed, and mitigation measures provided.
18. The applicant shall make the following conveyances on the parcel map:
 - a. Dedicate 12 feet of right-of-way along Prospect Avenue adjacent to the site such that the ultimate right-of-way width to centerline is 42 feet.
 - b. Dedicate a 6-foot wide flowage easement along Our Way to the City of Santee.
 - c. Reserve a 26-foot wide reciprocal access easement over portions of Parcels 1 through 4.
 - d. Reserve a 20-feet by 60-feet maintenance easement over Parcel 4 for maintaining the biofiltration BMP by private owners.
19. Prior to occupancy, provide copies of the following private easement prepared to the satisfaction of the Director of Engineering:

- a. A 26-foot wide reciprocal access easement over portions of Parcels 1 through 4.
20. Applicant shall place all new utilities required to serve the project underground. No overhead facilities or extension of overhead facilities is permitted.
21. Provide certification to the Director of Engineering that sewer and water can be provided to the site and that financial arrangements have been made to provide said services. Private sewer and water mains shall require a building permit for these facilities and they shall be privately maintained.
22. The applicant shall comply with all applicable sections of the Municipal Code, Land Development Manual and Public Works Standards of the City of Santee.

Please include the following conditions in the Resolution for the Development Review:

Prior to issuance of Building Permit:

23. Applicant shall obtain parcel map approval and record the parcel map. Once recorded, the applicant shall within thirty days of recordation, provide one mylar copy of the recorded map to the Engineering Department together with three printed copies of the map for the City's permanent record. The prints and mylar shall be in accordance with City standards.
24. **Precise Grading Plans** shall be submitted to the Engineering Department and be completed and accepted prior to issuance of any building permits or start of construction of the street improvements. The plans shall be prepared at a scale of 1" = 20'. Plan format and content shall comply with Engineering Department standards.
25. Following issuance of a grading permit the applicant shall complete rough grading in accordance with the approved grading plans and the recommendations of the project's geotechnical engineer. Following completion of the rough grading and prior to issuance of any building permits, provide three originals of a rough grading report, which shall include a compaction report prepared by the geotechnical engineer, and a certification by the project civil engineer that all property corners, slopes, retaining walls, drainage devices and building pads are in conformance with the approved grading plans.
26. The applicant shall pay all development impact fees in effect at the time of issuance of building permits. Effective March 10, 2025, the fees for 4 units are estimated to

be as follows:

a.	Public Facilities	\$ 48,619.72	or	\$ 5.21 / sf
b.	Traffic Signal.	\$ 3,452.84	or	\$ 0.37 / sf
c.	Traffic Mitigation	\$ 25,009.79	or	\$ 2.68 / sf
d.	Drainage	\$ 3,266.20	or	\$ 0.35 / sf
e.	Park In-Lieu.	\$ 62,151.12	or	\$ 6.66 / sf
f.	Fire Facilities Fee	\$ 16,331.00	or	\$ 1.75 / sf
g.	Long Range Planning. . .	\$ 746.56	or	\$ 0.08 / sf
h.	Administration Fee	\$ 3,191.54	or	2% of each fee

Development Impact Fee amounts shall be calculated in accordance with current fee ordinances in effect at issuance of building permit. Fees shall be adjusted on an annual basis in accordance with the Municipal Code. To be eligible for credits, the applicant shall provide the existing livable building square footage certified by their engineer of work to the Director of Engineering for approval for use in calculating the final fee amounts.

NOTE: The City of Santee has adopted a new Development Impact Fee program (Ordinance No. 621) that will be effective on March 10, 2025.

Prior to Occupancy of any unit, the developer shall complete the following:

27. Complete construction of all improvements shown on the approved plans to the satisfaction of the Director of Engineering.
28. Plant all new trees in and within 10 feet of the public right-of-way with root control barriers.