

**NORTH COUNTY FIRE PROTECTION DISTRICT  
Policy and Procedure Manual**

FIRE PREVENTION  
PLANS AND PERMITS

SECTION 340.04  
02/29/00  
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**Tentative Maps/Tentative Parcel Maps**

**PURPOSE:** To provide Fire Prevention Personnel with guidelines pertaining to the approval of subdivision maps.

**POLICY:** In reviewing and approving plans for subdivisions, Fire Prevention Personnel are to consider the guidelines contained herein, as well as in the [San Diego County Fire Code](#), and all specific requirements pertaining to access, clearing, and water supply as outlined in the [Building Plans policy](#).

**AUTHORITY:** Pursuant to the California Fire Code and the San Diego County Fire Code, the Chief is vested with the authority to regulate Fire Dept. access, water supply, and vegetation clearing for new occupancies.

**DEFINITIONS:**

- I. Request for Agency Recommendation— is a letter sent by DPLU to assess agency requirements for an approved TM/TPM.
- II. Service Letter—also known as a Project Availability Form, may be used by the architect to either establish or renew fire agency requirements for a particular proposed subdivision.
- III. Tentative Map—a major subdivision of six or more parcels
- IV. Tentative Parcel Map—a minor subdivision less than or equal to 5 parcels. This may include a subdivision of up to four parcels plus one existing property.

**POLICY:**

- I. MAP CONDITION APPLICATION PROCESS.
  - A. Project Availability Forms. Project Availability Forms will indicate the parcel number of the proposed project and allow for fire agency comment on the proposed project. A site inspection is generally indicated to accurately address all service questions. Agency comments should normally accompany the service letter. The Project Availability Form is returned to the architect. The developer may or may not pursue the project depending upon the cost of these proposed requirements. Project Availability Forms are valid from one

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year from date of issuance.

- B. Request for Agency Recommendation. If the proposed fire dept. requirements are feasible, the developer will apply for a TM/TPM by submitting the Project Availability Form and a proposed map to DPLU. DPLU will in turn issue a Request for Agency Recommendation, which is a request for the fire dept. to note its requirements for this land division. A stamped set of TM/TPM plans will accompany this letter.
- C. Notice of Final Approval. Once the stipulated conditions have been placed on the Notice of Final Approval (issued by DPLU), the conditions become irrevocable covenants on the recorded map. Covenants are map conditions which have been stipulated by a regulatory agency on the Notice of Final Approval for a subdivision. **All covenants must be fulfilled by the developer wishing to improve the property prior to “signing off” the TPM covenants and subsequent issuance of a building permit.**
- D. Records Maintenance. A copy of the approved map is to be filed and the map conditions are to be logged in the T.M/T.P.M. log and T.M/T.P.M. map book. Reference the listed APN. Copies of all Project Availability Forms and Requests for Agency Recommendations are to be filed along with this map.
- E. Extension of Existing Map Conditions. Subdivisions are required to comply with the codes and ordinances in existence at the time of issuance of the Project Availability Form. Once this letter has expired, the subdivision must meet new code requirements. Developers will seek an extension of these conditions by submitting a new Project Availability Form annually. When this is done it should be referenced against the existing map conditions. An existing subdivision (TM/TPM) with a Project Availability Form should be on file. This renewed Project Availability Form is returned to the architect, who will then resubmit this new form and map to DPLU. DPLU will in turn submit a new Request for Agency Recommendation, as noted above.
- F. Resubmission of Project Availability Form with Expired Map Conditions. Project Availability Forms are valid one year from date of issuance. Once a Project Availability Form has expired, the

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subdivision must meet new code requirements. The old/existing map may be used for reference. In this case these map conditions should be met, in addition to any additional, more stringent code requirements.

G. Compliance with Map Conditions. Property owners will request a letter certifying compliance with the stated map conditions upon satisfaction of these requirements, thereby releasing them from future code requirements. **Once a subdivision has met all stipulated conditions, they are relieved from requirements imposed by future code revisions.**

H. Variation of map conditions. Due to changes in technology and construction, the applicant may propose (in writing), alternatives to the existing map conditions. Such changes are routed through the [appeals process](#), as outlined in the Fire Code.

II. GENERAL MAP REQUIREMENTS. All code requirements are to be applied to a map at the time of application. Requests for exception or mitigation are made through the appropriate governing agency via the [appeals process](#).

A. Access:

1. Roadway width and surface. Refer to the San Diego County Private Road Standards for detailed roadway design requirements. *Off-site private road improvements may be required for TPM's and are required for TM's. All subdivisions must have a serviceable access road meeting private road standards to a public way.*
2. Secondary access may be required for TM's and TPM's depending on size of parcels in project. Refer to the [San Diego County Fire Code](#).
3. Consider obtaining an irrevocable offer of dedication (to the fire dept.) of the roadway easement to the property line.
4. If project to be gated, gate will be installed to the satisfaction of the fire district. Refer to the [Electric Gates policy](#).

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5. Turn-Arounds. Turn-arounds are to be individually specified as required in the Private Road Standards and the San Diego County Fire Code.
- B. Fire Flow and Fire hydrant requirements.
1. The number of fire hydrants required will be predicated on size of parcels. Fire hydrant spacing must meet spacing requirements set forth in [San Diego County Fire Code](#) and in addition, will be set at intersections, property lines and just prior to the radius of the Cul De Sac.
  2. Fire flow requirements. All mains and hydrants are required to provide 1500 GPM at 20 psi residual pressure. In extra hazard wildfire areas mains must be capable of supplying 2500 GPM.
  3. Provide and install blue dot markers to the satisfaction of the fire district.
- C. [Remote Water Meters](#).
- D. Vegetation clearance: Vegetation clearance is normally a fire code requirement regulated during the building permit phase. If abnormal conditions exist however, it is advisable to place modified (usually augmented) clearance requirements on the Project Availability Form. Refer to the [Building Plan policy](#) and the [Fuel Modification Plans policy](#) for more information