



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF PLANNING & BUILDING
Urban Lot Split Pre-Screening Checklist
Updated: 6/26/2025

I/we, the undersigned, have completed the [Urban Dwelling Pre-Screening Checklist](#), a required component of an urban dwelling unit application, and certify that the parcel(s) described in this application meet the requirements for the construction of an urban dwelling unit as provided below. The regulations outlined in this checklist may impact the total number of allowed dwelling units and the site design.

*****Urban lot splits are not permitted in the [Paso Robles Groundwater Basin](#) or the [Coastal Zone](#)*****

*****Parcels resulting from Urban Lot Splits can have a [maximum of 2 units](#), inclusive of primary dwellings (single-family dwellings and urban dwellings) and any accessory dwellings*****

Property and Applicant Information

Landowner: _____ Phone: _____

Mailing Address: _____

Project APN(s): _____ Zip: _____

Parcel is within SB-9 Eligibility Layer: ☐ Yes ☐ No

Additional Required Materials

This checklist is part of the [Urban Lot Split application package](#) and shall be completed with all other required materials including but not limited to (1) Tentative Parcel map and (2) a Preliminary Site Plan showing the maximum potential buildout under ADU, urban dwelling, and urban lot split regulations.

Urban Lot Split Regulations

- **Urban Lot Split Eligibility Layer** – [Land Use View](#): “SB-9 Eligibility” Layer
 - Verify parcel is eligible for an Urban Lot Split by selecting the “SB-9 Eligibility” layer and subject parcel
- **Urban Lot Split Regulations** – [Section 21.02.041](#)

Project complies with subdivision regulations in Section 21.02.041

☐ Yes ☐ No

Urban Lot Split Site Design Considerations

Site Design Factors	Summary of Considerations
Wastewater Treatment	• Sewer will-serve letter or LAMP compliant on-site wastewater treatment system required, subject to minimum area requirements per dwelling. • Minimum parcel size for each resulting parcel is determined by Table 1 of the LAMP for parcels served by public water. • Minimum parcel size for each resulting parcel served by an onsite domestic well is 2.5 acres. • Septic prohibition areas
Access	• Legal and physical access shall be provided
Fire	• Emergency water supply • Access for emergency vehicles
Water Supply	• Water provider will-serve letter or compliant on-site well
Flood Hazard Areas	• Flood Hazard construction standards • Known areas of flooding per FEMA, County Drainage Studies, and Department of Public Works
Drainage and Flood Control	• On-site retention/detention of runoff (e.g., basin)



A. Wastewater Treatment

Applications for an urban lot split on parcels served by community sewer and on-site wastewater treatment systems (OWTS) shall meet the following water supply requirements:

1. Public Sewer. Projects within a public sewer service area must provide a sewer will-serve letter. Some public sewer service providers may have limited capacity, which will impact the number of total dwelling units.

My parcel is served by a public sewer system and I have obtained a will-serve letter from my service provider.

☐ Yes

☐ No

2. On-Site Wastewater Treatment. Projects outside a public sewer service area must use an on-site wastewater treatment system (OWTS) (or multiple OWTS) that meets the requirements of the [Local Agency Management Program \(LAMP\)](#).

Only applies to parcels served by OWTS where sewer is not available

My parcel meets the applicable LAMP regulations including but not limited to minimum parcel size requirements. For parcels served by community water, the density indicated in Table 1 of the LAMP applies to the resulting parcels. For parcels served by an onsite domestic well, the minimum parcel size of 2.50 acres is required for resulting parcels.

☐ Yes

☐ No

****LAMP requirements and site specific constraints may impact the total number of allowed dwelling units on resulting parcels****

For more details on LAMP requirements see contact information in the Contact Information table on page 4.

B. Access

Applications for an urban lot split will not be approved if they cannot demonstrate legal access and meet physical access requirements. Please indicate whether the project site can meet the following site access requirements:

1. Legal access shall be demonstrated by either having direct access to a public roadway or by access easement to a private roadway/driveway.

☐ Yes

☐ No

2. Physical access shall be provided when none exists and will need to comply with County Public Improvement Standards, State standards, or County Fire regulations, as applicable.

☐ Yes

☐ No

****Access requirements may impact the lot split design and total number of allowed dwelling units ****

****Properties adjacent to highways and railroads may be subject to additional requirements****

C. Fire

Applications for an urban lot split will not be approved if they cannot meet all [Fire Code requirements](#), including but not limited to:

1. Water Source. Access to a sufficient emergency water supply, either a hydrant system or a water tank of specified storage capacity.
2. Emergency Access. Roads, driveways, gates, and fences must meet design requirements for emergency vehicle access (e.g., width, surface, slope, curvature, turnouts, turnarounds, vertical clearance, vegetation clear zone). Dead-end roads are limited to specific lengths in certain areas.



My project meets all fire code regulations including but not limited to water source and emergency access.

☐ Yes

☐ No

****Fire requirements may impact the lot split design and total number of allowed dwelling units ****

D. Water Supply

Applications for an urban lot split shall provide evidence of adequate water supply either through a (1) community water purveyor or (2) an on-site well.

Please indicate whether the project site can meet the following water supply requirements:

1. Parcel served by community water purveyor. Projects within a water purveyor service area shall provide a water will-serve letter from the purveyor.

My parcel is served by a community water purveyor, and I have obtained a will-serve letter from my service provider.

☐ Yes

☐ No

2. Parcel served by on-site or shared. Projects outside a water purveyor service area shall be served by an on-site well that meets the minimum pumping capacity for each dwelling unit Title 19

My parcel is served by on-site well water and meets the requirements for dwelling units in Title 19.

☐ Yes

☐ No

****On-site well requirements may impact the total number of allowed dwelling units ****

Water Supply: Area-Specific Limitations

In addition to the above requirements, projects within the areas described below must comply with the following additional requirements:

1. Paso Robles Groundwater Basin: Land Divisions Prohibited: In the Paso Robles Groundwater Basin (see Land Use View layer - not including San Miguel or Shandon urban areas), land divisions are prohibited due to water supply concerns. Therefore, urban lot splits cannot be approved in this area. Accessory dwellings and urban dwellings are allowed if they meet wastewater and water requirements per Title 19.
2. Nipomo Mesa: Water Offset Requirements: Nipomo Mesa Water Conservation Area (see "Nipomo Mesa Water Conservation Area" layer in [Land Use View](#)), land divisions that increase non-agricultural water demand must include provisions for supplemental water. Some water purveyors in this area do not have the capacity to meet this supplemental water requirement. Accessory and urban dwellings are allowed if they meet wastewater and water requirements per Title 19.

E. Flood Hazard Control (Federal Regulations)

Projects within Flood Hazard Areas may have to prepare a flood hazard study – and shall comply with Flood Hazard construction standards ([Section 22.14.060](#) and [Section 23.07.060](#) of County Code) and shall consider flood insurance.

Development within the Flood Hazard Area may require additional grading and engineering (see "CD FH – Flood Hazard" layer in [Land Use View](#)).



My project complies with all applicable flood hazard control regulations.

☐ Yes

☐ No

****Flood Hazard Control regulations may impact the total number of allowed dwelling units ****

F. Drainage and Flood Control (Additional Local Regulations)

Projects in areas with drainage concerns may be required to prepare a drainage report and include on-site retention and/or detention of runoff created by new impervious areas in their site design, which may limit the number of dwellings that can fit on the project parcel.

Areas with known drainage concerns include but are not limited to:

- Areas with greater than 10 acres of site run-on
- Areas of known ponding
- On slopes greater than 10%
- Adjacent to bluff edges
- Flood hazard areas
- Areas within 100 feet of top of bank of any waterway

Typical thresholds of review are based on square footage as follows:

Square-feet of New/Replaced Impervious Surface Thresholds	
Square-feet (sf) Threshold	Applicable Drainage Review
500 sf or less	• No drainage review required
501 - 5,000 sf	• Review of drainage strategy and structures to prevent erosion or inundation hazards.
5,001 – 20,000 sf	• Review of drainage strategy and structures. • On-site treatment and infiltration of the 85th percentile storm event.
20,001 sf or more	• Review of drainage strategy and structures. • On-site treatment and infiltration of the 85th percentile storm event. • Net-zero increase of peak runoff flowrate from 10-year storm.

My project complies with all applicable drainage and flood control regulations.

☐ Yes

☐ No

****Drainage & Flood Control regulations may impact the total number of allowed dwelling units ****

Questions on Regulations

Contact Information			
Review Criteria	County Department	Email	Phone
Urban Lot Split Eligibility	Planning & Building	planning@co.slo.ca.us	(805) 781-5600
Access, Flood Hazard Control, & Drainage and Flood Control	Public Works	pwd@co.slo.ca.us	(805) 781-5252
Fire	SLO County Fire	SLU.Inspections@fire.ca.gov	(805) 593-3490
Wastewater Treatment: OWTS	Planning & Building	planning.septic@co.slo.ca.us	(805) 781-5600
Water Supply: On-site Well	Environmental Health	ehs@co.slo.ca.us	(805) 781-5544
Water Supply: Water Purveyor	Please contact your local water purveyor		
Wastewater Treatment: Community Sewer	Please contact your community sewer service provider		



Acknowledgement of Eligibility Criteria and Deed Restriction Requirements

By initialing and signing below, the applicant understands that compliance with all the above eligibility criteria will be required for application approval.

The applicant acknowledges and understands that both parcels resulting from the urban lot split shall comply with the following:

Initials

- _____ Both parcels shall be limited to residential uses only
- _____ Rental of urban dwellings and accessory dwellings on both parcels shall be for terms longer than 30 days (vacation rental, bed & breakfast, and homestays are prohibited)
- _____ The project will not require demolition or alteration of any housing types listed below:
- Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income
 - Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power
 - Housing that has been occupied by a tenant in the last three years

The applicant will be required to agree and comply with all restrictions through signed and executed deed restriction forms.

By signing below, I acknowledge and understand that compliance with all the above eligibility requirements and restrictions is required for approval.

Owner/Applicant Name

Owner/Applicant Signature

Date