

## **Project Description and Drawing Submittal List**

1. Project Description is a robust project narrative that should include a description of on-site work, construction details, and any impacts on the site during and after construction.
  - a. Site Description
    - i. Address/Location
    - ii. Existing Parking Lot Layout (include pavement details)
    - iii. Proposed Parking Lot Layout (include pavement details)
    - iv. Purpose of proposed parking lot
    - v. Parking lot dimensions
    - vi. Gross square footage of parking lot
    - vii. Adjacent structures/landscape
    - viii. Appearance of restriping
    - ix. Signage, if applicable
    - x. Existing utilities, if applicable
  - b. Construction
    - i. Method(s) for construction and paving
    - ii. Materials to be used for pavement
    - iii. Construction staging areas
    - iv. Estimated construction schedule (start date, end date, duration)
  - c. Temporary Impact
    - i. Describe any temporary uses, temporary improvements, and temporary operations during the construction of the proposed project. For example, describe any on- or off-site construction staging areas and temporary trailers or other facilities that would be used to continue operations at the project site.
    - ii. Describe all parking that may be displaced during construction
    - iii. Describe any public access and pedestrian paths that may need to be rerouted.
2. A supplemental visual submittal should be provided typically in a drawing set and visual simulation of the proposed work. The drawing set should include:
  - a. Scope of Work: A brief statement clearly describing the proposed work.
  - b. Site Address: Provide the address of the proposed construction site.
  - c. Tenant Information: Include the name, address, and phone number of the tenant.
  - d. Site Plan: Inset Vicinity Map.
  - e. Parking Lot Dimensions: Include dimensions of the proposed parking lot.
  - f. Detail of Construction: Indicate all existing and proposed structures, including their dimensions. Label structures as existing or proposed. Identify structures proposed for demolition.
  - g. Elevations: Show complete architectural elevations, indicating whether they are existing or proposed. This should be on a separate sheet.
  - h. Floorplans: Show dimensioned floor plans and roof plans. Identify walls proposed for demolition.
  - i. Pedestrian and Vehicular Circulation: Show walkways, driveways, entrances, exits, and parking areas with all dimensions. Label handicapped parking spaces and the number of standard and handicapped spaces.
  - j. Signs: Document existing and proposed signs with elevation drawings, dimensions, and materials.

## Sample Project Description

The proposed project would involve landscaping improvements in the Shelter Island Business District by the San Diego Unified Port District (District) in the city of San Diego, California. Work to specifically complete the proposed project would consist of the removal and replacement of existing landscaping and the installation of new drip irrigation to manage the proposed landscaping improvements within 93 planter beds located along Shelter Island Drive. The purpose of the proposed project is to update outdated and high-maintenance landscaping by incorporating more water-wise plantings that improve the overall theme and tie together the businesses storefronts along Shelter Island Drive. The proposed landscaping palette would consist of the following:

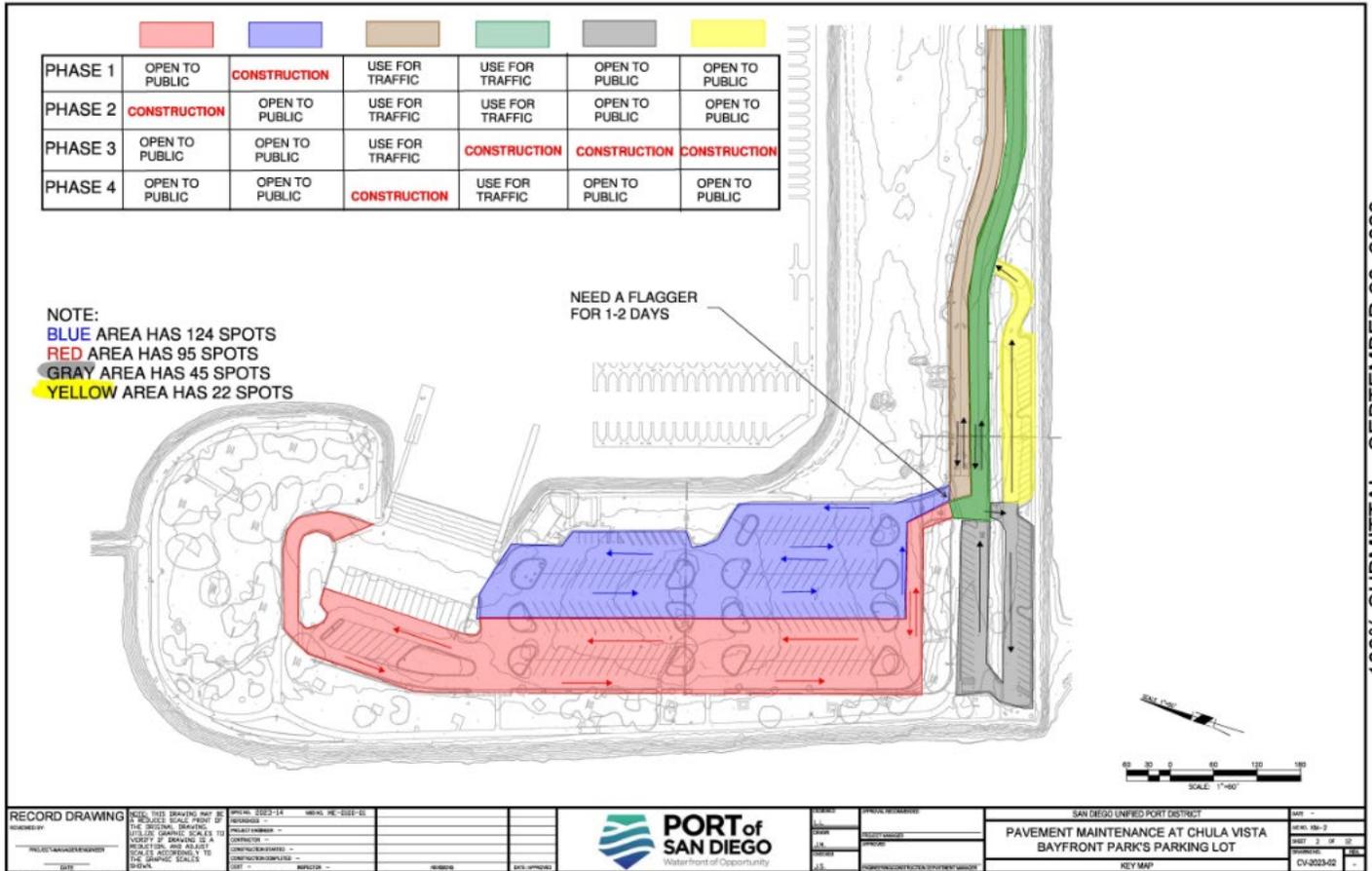
- Aloe 'Blue Elf
- Dianella Tasmanica
- Aloe Rudikoppe
- Calliandra 'Sierra Star'
- Galphimia gracilis
- Senna Oligophylla
- Lomandra Baby Breeze
- Maytenus phyllanthoides
- Russelia St. Elmo's Fire
- Euphorbia 'Jerry's Choice'

In addition, the proposed project would consist of the removal of three (3) necrotic trees, (2) Jacaranda trees and one (1) Red Flowering Gum tree, within the Rondelet parking lot. The three (3) deceased trees would be replaced with four (4) 15-gallon Red Flowering Gum trees and replanted in the parking islands within the Rondelet lot. Tree and plant species proposed for replanting shall be drought-tolerant and/or water wise, either native or non-invasive plant species, and would reflect the palette of trees and shrubs which already exist elsewhere on Tidelands.

Construction of the proposed project is anticipated to occur in approximately September 2023 and would take approximately 4-5 months to complete with ongoing maintenance as needed. All project staging would occur along Shelter Island Drive, within metered parking stalls. There would be no impact to Shelter Island tenants and associated operations, and there would be no anticipated street closures as a result of the proposed project.

Due to its nature and limited scope, construction of the proposed project would generate a minor amount of vehicle trips and would require limited use of equipment. Therefore, impacts related to air quality, greenhouse gas emissions, and transportation and traffic are not anticipated to occur. Furthermore, the District would be responsible for complying with all applicable federal, state, and local laws regarding construction demolition debris, hazards and hazardous materials, and stormwater.

## Sample Visual Submittal



100% SUBMITTAL - SEPTEMBER 20, 2023