



CITY OF SAN DIEGO – 1222 FIRST AVE., SAN DIEGO, CA 92101

# PUBLIC NOTICE

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**Date: April 29, 2020**

**Subject: Cloud-based Permitting System for New Applications to be Launched Monday, May 4**

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On Monday, May 4, 2020, all new applications for permits and approvals will start being accepted online. As a courtesy, prior or in-process applications or projects before May 4 will continue to be processed in paper form and may have the option to convert resubmittals to digital reviews and approval.

This temporary solution – which will be improved later this year to fully cloud-based permitting – helps protect the health, safety and well-being of customers and City employees against the spread [COVID-19](#) by conducting all reviews electronically through email, online conferencing platforms or with select in-person meetings with social distancing requirements in place.

The transition to online permitting will be gradual to provide flexibility for customers and plan reviewers. During this time, DSD will:

- Allow an optional paper submittal for new projects the next several weeks during a transition period so that our customers and employees can adjust to the new system;
- Remain flexible while evaluating requests for project re-submittals to come in a digital format;
- Permit customers to request meetings with plan reviewers when we re-open to the public. These meetings may be virtual and conducted in platforms such as Skype, Microsoft Teams or in person. Future new safety protocols will apply; and

- Allow customers to bring in paper plans and documents to DSD for plan review meetings, but final submission will be electronic in PDF format.

The cloud-based platform will be easily accessible by visiting the most frequently-used services section at [sandiego.gov/DSD](http://sandiego.gov/DSD). Also, the solution adds to list of preexisting permits and applications being processed online , including simple no-plan mechanical, electrical and plumbing permits, news rack and right-of-way permits, as well as applications for [residential solar photovoltaic projects](#), launched earlier last month.

Among the platform's features, customers can check the real-time status of applications, see plan review comments, confirm development process timelines and receive official stamped electronic approvals on plan sets.

The new hybrid system will let customers select from one of 15 different permits and approval types before they submit electronic PDF files for staff review, which include:

- Aboveground and Underground Right-of-Way Permits
- Building Permits and Construction Changes
- Discretionary Approvals and Permits
- Electrical Permits
- Fire Permits
- Grading Permits
- Mapping Permits
- Noise Permits
- Plumbing Permits
- Residential and Commercial Solar Photovoltaic Permits
- Right-of-Way Permits
- Sign Permits
- Traffic Control Permits
- Transportation Permits

### **COVID-19 Information**

Stay informed about COVID-19 by visiting the [City's COVID-19 Information page](#), the [Center for Disease Control website](#) and the [County of San Diego Health and Human Services](#) website.

### **Email Updates**

Visit [sandiego.gov/dsd-email](http://sandiego.gov/dsd-email) to keep up-to-date with DSD via email.