



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

PUBLIC NOTICE

Date: Feb. 26, 2021

Subject: New Curbside Plan Pick-Up Services

Starting Tuesday, March 2, you will be able pick up paper plans conveniently using DSD's new curbside plan pick-up appointment service. To use the service, customers must first schedule an [appointment online](#). Walk up services previously available on the third-floor bridge will no longer be available. All pick-up services will be provided through the new curbside plan pick up service.

Curbside Plan Pick-Up – How it Works

Customers will receive an email when paper plans are ready for pick up and will be provided instructions on how to self-schedule an online appointment. To make an appointment, please visit www.sandiego.gov/dsd and click on the "Schedule an Appointment."

At the scheduled appointment time and date, customers may park their vehicle at the 1222 First Ave. parking lot (corner of West A Street and First Ave.) and follow the directional signage. Customers can remain in their car and City staff will deliver the plans to the vehicle.

Curbside Plan Pick Up Service Hours

This service is available to customers with appointments Monday through Friday 7:30 a.m. - 11:30 a.m. and 12:30 - 3 p.m.

15-Day Plan Storage

DSD will hold the plans for 15 calendar days from the notification date and recycle the plans if left unclaimed.

No Walk-up Services

Walk up services previously available on the third-floor bridge will no longer be available. All pick-up services will be provided through the new curbside plan pick up service. **Do not come to pick up documents unless you have received an email confirming that your plan is ready for pick up.**

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 to sign up to get the latest news and updates straight from DSD.