



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

# PUBLIC NOTICE

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**Date: June 7, 2021**

**Subject: DSD Online Permitting Upgrades Coming Next Month**

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In July, the Development Services Department (DSD) will launch significant updates to the online permit process for all building and engineering permit types, making it more intuitive, easier and faster for customers to apply for a new permit, review permit status in real-time and make online payments. The exact date for the launch will be announced in the coming weeks after final program testing has concluded. However, customers will receive adequate notice, webinars and training opportunities before the launch date.

This shift is a critical upgrade to #DigitalDSD, removing the current online "hybrid submittal process," a process intended to be a temporary measure at the beginning of COVID-19 to allow electronic plan submittal but was not cloud-based. The upgrade will make permitting cloud-based, thus more transparent to customers and enhancing the process efficiency.

Revamped online application permit types to be launched include:

- Building – All Buildings, Master Plans and Special Program Projects.
- Construction Changes to a Building Permit.
- Grading.
- Mapping.
- Public Improvements.
- Public Right-of-Way.

## **Customer Webinars: How to Apply for a Permit Online**

DSD will host three recorded webinars to offer helpful tips for using the new application and permit process to provide customers with information on the latest online features.

Customers will enjoy streamlined application instructions, be provided with a new customer guide that provides step-by-step instructions on applying for a permit and be introduced to a new tool that verifies PDF files uploaded as part of a permit application while ensuring file uploads meet the requirements for plan review.

Each webinar will be hosted using Zoom. Please use the links below to attend a webinar. In addition, the recorded webinars will be available to view on the DSD website.

### 1. Building Permits

This webinar will show customers how to apply and upload plans for a building permit.

- **Date:** Thursday, June 17
- **Time:** 9 to 10 a.m.
- **Zoom Meeting ID:** 161 747 4338
- **Passcode:** 566962
- **Call in (audio only):** 833-568-8864
- **Join Zoom Meeting:**  
<https://sandiego.zoomgov.com/j/1617474338?pwd=dWxhZVY3RlFNTGI2ZXNiMkprU1hEZz09&from=addon>

### 2. Engineering Permits

This webinar will show customers how to apply and upload plans for grading, right-of-way and public improvement permits.

- **Date:** Thursday, June 24
- **Time:** 11 a.m. to noon
- **Zoom Meeting ID:** 161 815 2323
- **Passcode:** 495148
- **Call in (audio only):** 833-568-8864
- **Join Zoom Meeting:**  
<https://sandiego.zoomgov.com/j/1618152323?pwd=YTk2dFQySW5ZQ0hRK2Nhc1BncnFjUT09&from=addon>

### 3. Building and Engineering Permits

This webinar will show customers how to apply and upload plans for a building, grading, right-of-way and public improvement engineering permit.

- **Date:** Thursday, July 1
- **Time:** 2 to 3:30 p.m.
- **Zoom Meeting ID:** 160 834 0450
- **Passcode:** 426571
- **Call in (audio only):** 833-568-8864
- **Join Zoom Meeting:**  
<https://sandiego.zoomgov.com/j/1608340450?pwd=MGxXQURFSnZPZ1ZKU0ZFT3FNN29OUT09&from=addon>

### #DigitalDSD

This exciting update to the Development Services Department process is among the latest enhancements to help reduce permitting processing times and is an integral part of #DigitalDSD, the initiative to modernize DSD workplace systems and leverage technology to improve service delivery. #DigitalDSD services include all new permits being processed online, [virtual over-the-counter appointments](#), an [online portal](#) to assist local businesses with outdoor expansion and [virtual inspections](#) for construction projects.

### Email Updates

Visit [sandiego.gov/dsd-email](https://sandiego.gov/dsd-email) to sign up to get the latest news and updates straight from DSD.