



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

# PUBLIC NOTICE

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**Date: Dec. 3, 2021**

**Subject: New Virtual Service for New Project Set Up – Building Permit Rapid Review**

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Starting Monday, Dec. 6, the Development Services Department (DSD) will begin offering free appointments for [New Project Set Up – Building Permit Rapid Review](#), formerly available over-the-counter. These virtual appointments will provide a completeness check on new project applications for [Rapid Review building permits](#), provide same-day service and reduce the intake processing time for customers that need assistance.

## **What is the process?**

This one-hour virtual appointment is for applicants who have a project number (PRJ-XXXXXX) and have uploaded all required documents for projects eligible for the Rapid Review process.

To schedule an appointment, please review the following instructions:

1. Visit the DSD [Virtual Appointment Page](#), scroll down to the “Project Set-up for Building Permit Rapid Review” section, and click on its green “Book Now” button.
2. Select a date, submit your information, and schedule an appointment.
3. After registering for an appointment online, you will receive a confirmation email with instructions and a link to join the meeting at the date and time requested.
4. [Download Microsoft Teams](#), as all virtual appointments will be conducted using Microsoft Teams.
5. Join the meeting at the accepted appointment time.

## **#DigitalDSD**

This Virtual Appointment service is among the latest enhancements to the City’s permitting process to help reduce permitting processing times and provide enhanced service to customers. It is an integral part of #DigitalDSD, an initiative to modernize all DSD workplace systems, cost-effectively leverage technology to increase productivity and improve service delivery. Other #DigitalDSD services include all new permits being processed online, a variety of other virtual [services](#), the launch of an [online portal](#) to assist local businesses with temporary outdoor business operations 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.