



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

PUBLIC NOTICE

Date: Feb. 28, 2022

Subject: Virtual Inspection Services for Single-family Home, Duplex and Townhome Project Types and Expansion of In-Person Records Appointments

Starting Tuesday, March 1, the Development Services Department (DSD) will begin offering [Virtual Inspections](#) using Microsoft Teams, saving time and money for customers. These virtual inspections will be conducted with customers at the job site while a City inspector inspects qualified projects remotely. These virtual inspections are offered at no extra cost to the applicant if conducted during normal business hours.

Virtual Inspection Qualified Projects

Virtual inspections are available for the following single-family home, duplex and townhome project types:

- Air Handlers
- Appliance Vent/Chimney
- Backflow Preventor - Domestic
- Boiler
- Chiller
- Condensing Unit for HVAC
- Drain – Repair/Replacement
- Dryer Vent
- Electrical panel upgrades and circuits up to 400 Amps
- Electrical vehicle charging stations
- Exhaust Fan
- Furnace/FAU/Wall Heater
- Gas System Leak Repair
- Gas System/Meter
- Heat Pump
- Heater
- Mini-Split Systems
- Pressure Reducing Valve - Domestic
- Reinspection of minor corrections
- Rooftop-mounted solar photovoltaic
- Sewage Ejector
- Temporary power
- Water Heaters
- Water Softener
- Water/Wastepipe Repair/Replacement

What is the process?

This 15-minute virtual inspection appointment is available for the above projects once the permit is issued and all fees are paid. During the meeting, the customer must use a smartphone, tablet or other devices to share a live video of the qualified project type above requiring inspection.

Scheduling and appointment is easy:

1. Visit the DSD [Virtual Appointment Page](#).
2. Scroll down "Virtual Inspections."
3. Click on its green "Book Now" button.
4. Select a date, submit your information and schedule an appointment.
5. 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.
6. [Download Microsoft Teams](#), as all virtual appointments will be conducted using Microsoft Teams.
7. Join the meeting at the accepted appointment time.

Expanded Records Review In-Person Appointments

Starting March 1, the number of appointments to view and obtain records in person will be expanded to include both self-service and staff-assisted Records Review appointments. Each 30-minute appointment will allow customers to obtain copies of as-builts, blueprints/building plans, Building Permits, Historic Permits (before 1990), Plumbing Permits, Mechanical Permits, Electrical Permits, Fire Permits, Certificates of Occupancy and related records. Customers without appointments will not be accepted. Schedule your [Records Review In-Person appointment](#) today.

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