



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

PUBLIC NOTICE

Date: Jan. 30, 2023

Subject: **UPDATE City Operations Building Closure Due to Emergency Power Upgrade**

The City Operations Building (COB) closure that has been in effect since Friday, Jan. 27, will be extended for two weeks to allow for new emergency lighting and exit signage installation. These systems are required during the loss of electrical service and must be in place before the building can be occupied. Until the new systems are in place, the building will be closed to the public and employees. All online services will continue without impact, while some in-person services noted below will be impacted.

During the building closure, Development Services Department (DSD) employees will continue to process permits digitally. In addition, customers can continue to use online services, including applying for permits, paying invoices online, scheduling inspections or requesting code enforcement investigations — among other services — by visiting sandiego.gov/DSD.

Records Review Suspension

COB will remain closed to in-person Records Review, and customers with existing in-person Records Review appointments will be rescheduled to the week of Feb. 20. All efforts will be applied to handle as much remotely.

Cashier Services and Drop Safe

Customers are encouraged to make [online payments](#) by e-check or credit card. During the closure, cashier in-person services will be temporarily available [by appointment](#) only at Plaza Hall at 202 C St., San Diego, CA 92101. The glass door entry is located adjacent to the street-level elevator of the [Evan V. Jones Parkade](#). A drop safe located at 1200 Third Ave., Lobby Suite 100, is available to drop off payments.

Drop safe payments will be accepted and scheduled in-person cashier appointments will take place Mondays through Thursdays from 7 a.m. to 11:30 a.m. and between 12:30 p.m. to 4 p.m. and on Fridays from 10 a.m. to 11:30 a.m. and 12:30 p.m. to 4 p.m.

We thank you in advance for your cooperation and ask that you plan accordingly.

Email Updates

Visit sandiego.gov/dsd-email to get the latest news and updates straight from DSD.