



Permit Press

October-
November 2001

Customer Newsletter

EDUCATION

"Fall Training" is a Week of Seminars on Development Review and Building Permits

*Seminars are Scheduled
Daily During the Week of
November 26 - 30, 2001*

Building on the success that the department had in its Spring 2001 training, Development Services is offering new topics of training. Development Services Website, Project Submittal Requirements for Construction Permits, The Use of Standard Templates for Construction Permits, Do-it Yourself: Simple Permits for Homeowners, Stormwater Regulations for New Developments are topics to be covered during the week of November 26-30, 11:30 a.m. to 1:30 p.m.

These "Fall Training" seminars will be presented by experienced Development Services staff. The purpose of these seminars is to inform our customers of new regulations and more efficient ways of obtaining development review and building information and permits. They will be held at the department's Field Inspection Services offices located at 9601 Ridgehaven Ct., #220, San Diego. Each seminar costs \$5 per person per seminar; lunch included.

CLASSES Continues on Page 3

DEPOSIT ACCOUNTS

Fee collection method changes for grading, public right-of-way permits on October 15

Charges for plan review and inspection services for public improvements and grading permits will be changed to a deposit-account system beginning Monday, October 15. With the exception of standard improvements, such as curbs, driveways, and sidewalks,

projects with an improvement cost less than \$50,000 will now be charged through a deposit account.

Deposit accounts reflect the actual costs incurred by City staff and applicants.

Under deposit accounts, customers deposit funds with

the City of San Diego; City staff then charges their actual time spent checking the plans against the deposit. Customers receive itemized monthly statements.

With this change, the Development Services Department will be able to maintain its cur-

rent, industry-requested service levels in reviewing and inspecting projects for code compliance and safety.

The departments's updated Information Bulletin 502 lists all the charges in detail.

For more information, call (619) 557-7979. ☎

..... Holidays City of San Diego Offices Will Be Closed

**Monday,
November 12,
Veterans Day
Observed
Legal Holiday**

**Thursday,
November 22
Thanksgiving Day
Legal Holiday**

**Development
Services
Department Offices
Closed
Friday,
November 23
.....**

BY DEC. 31

Special inspectors, agencies, testing labs must recertify

Certification for special inspectors, special inspection agencies and construction materials testing laboratories — allowing them to work on construction projects in the City of San Diego — expires Dec. 31,

2001. The inspectors, agencies and laboratories must be recertified in their present category to continue work in the City of San Diego. Continuous and periodic

special inspections are required for some types of work such as concrete, masonry and welding under the California Building Code. These certified special inspectors are hired by the **CERTIFY Continues on Page 2**

'No plan' permits available on-line with new SimplePermits service

*More than 60 percent of permits issued by city
can be purchased on WorldWide Web site*

Permits for plumbing and gas, mechanical and electrical work not needing plans — more than 60 percent of the building permits issued — can now be purchased on-line from the City of San Diego.

The "SimplePermits" program means customers can complete application forms and pay for the permits from their home, office and laptop computers — anywhere with a connection to the internet.

During 2000, 24,913 building-type permits were issued in the City of San Diego. Of those, 15,066 were no-plan permits. This 60 percent of the city's permits can now be purchased over the web site, eliminating trips to city offices.

"This system is designed for the plumbing or electrical contractor who purchases many permits at one time," said Tina Christiansen, Development Services Department Director. "We specially programmed it so contractors can easily change addresses to book permits without having to change their own data."

The system was developed by San Diego Data Processing Corporation in collaboration with staff from the city's Development Services and Information Technology and Communications de-

SIMPLEPERMITS Continues on Page 3

Inspection meetings help train your staff on in's and out's of getting a project completed

The Development Services Department's Inspection Services staff will meet with your company to help better understand requirements and operations of field inspections.

These no-cost meetings can be held at the Inspection Services Office on Ridgehaven

Court, or at your company's site.

Topics include the inspection process, special inspection, exit illumination, disabled access, temporary occupancy and final inspection requirements.

There is no charge for this service. To schedule, call Joe Harris, Senior Structural Inspector, at (858) 492-5070.

Certify

Continued from Page 1. property owner to provide this inspection and material testing.

Special inspectors monitor the installation of work such as concrete pours, welding and epoxy bolting to ensure the installation complies with the approved plans and the Building Code. Their reports are reviewed by City inspectors and kept as part of the project's permanent record.

Materials such as concrete and masonry are also required to be tested under the Building Code. Materials testing laboratories provide this service and are also certified under the program.

Renewal certification applications were mailed in July. Applications with supporting documents and fees must be submitted by Dec. 31 to the department; late renewals are subject to penalty fees.

Contact Mehdi Shadyab at (619) 446-5068 for more details.

SEMINAR REGISTRATION

Traffic Control Training Class

Cost: \$42 per person.

For information, call (619) 446-5284

Location:

City of San Diego
Development Services/Environmental Services
9601 Ridgehaven Ct., Suite 220

Please select a seminar

- October 17
 November 21

Please complete the following information

Name

Company

Address

City, State, ZIP Code

Daytime telephone number

Amount enclosed

Please make check payable to:

City Treasurer

and mail to:

Traffic Control Class
City of San Diego Development Services Department
Land Development Review
Traffic Control Section
1222 First Ave., MS-502
San Diego, CA 92101

SEMINAR REGISTRATION

Fall Training Seminars

Cost: \$5 per person, per seminar.

For information, call Salam Hasenin (619) 446-5212
To R.S.V.P., call Lu'Cretia Washington (619) 446-5447

Location:

City of San Diego Development Services
Field Inspection Services Office
9601 Ridgehaven Ct., Suite 220, San Diego

Please select a seminar

- Mon., Nov. 26: *Development Services Website, a Source of Information*
 Tues., Nov. 27: *Project Submittal Requirements for Construction Permits*
 Wed., Nov. 28: *The Use of Standard Templates for Construction Permits*
 Thurs., Nov. 29: *Do it Yourself: Simple Permits for Homeowners*
 Fri., Nov. 30: *Stormwater Regulations for New Development*

Please complete the following information

Name

Company

Address

City, State, ZIP Code

Daytime telephone number

Amount enclosed

Please make check payable to:

City Treasurer

and mail to:

Seminars
1222 First Ave., MS-401, San Diego, CA 92101



CITY OF SAN DIEGO

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October-November 2001

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City of San Diego
Development Services Department

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This information is available in alternative formats for persons with disabilities. To request this bulletin in alternative format, call (619) 446-5446 or (800) 735-2929 (TT).



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Web sites: <http://www.sandiego.gov/development-services> <http://www.sandiego.gov/planning>

Special Inspection, Structural Test Class Set For Nov. 8

Special inspection and structural testing will be the subject of a City of San Diego Development Services Department seminar from 9 a.m. to 4 p.m. Thursday, Nov. 8.

On many construction projects, specific types of work are required to be inspected by a certified special inspector. Specific materials such as concrete, masonry, high-strength bolts or welds may also need testing.

Topics include: special inspection, testing requirements in 1998 California Building Code, Chapter 17, special inspection requirements on plans/specifications, designer's responsibility; and Building Newsletters 17-1 through 17-10.

Architects, engineers, contractors, special inspectors, construction materials testing laboratories, special inspection services agencies, builders and developers are invited to attend.

The instructor for the course will be Mehdi Shadyab, Senior Structural Engineer and special inspection program manager.

Cost of the course is \$95 per person.

The seminar will be held at the Development Services Department Inspection Services Division office, 9601 Ridgehaven Ct., Suite 220 and seating is limited. To receive a registration form or for more information, call Shadyab at (619) 446-5068. ☎

LAND DEVELOPMENT CODE

New submittal requirements expected to take effect November 2

New requirements for of plan submittal are expected to go into effect on Nov. 2, following approval by the City Council on Oct. 2.

The new requirements will be effective on all major projects, those requiring discretionary review under the Land Development Code, and many other types of projects.

In addition, a completeness review will be required on complex construction projects. The review is performed at a cost of \$200.

At plan submittal staff can identify a project as complex and require the review. In addition, projects such as the following are identified as complex and require the \$200 review: commercial, office and multifamily residential buildings

more than three stories.

Requests for partial permits for work such as foundation or structural frame also require the completeness review.

Projects missing major elements as identified in the submittal manual will require resubmittal with an additional \$200 submitted completeness review fee.

In addition to the completeness check fee, a requirements were set for notes, specifications and other information that must be marked on plans. Plans can be rejected if the information is not included.

For more information, call (619) 446-5000 or see our web site. ☎

Classes

Continued from Page 1.

Class topics and dates are as follows:

- **Monday, November 26: Development Services Website, a Source of Information:** Supervising Plan Review Specialist Salam Hasenin will present ways to access and navigate through the City and Department's website. This seminar will also cover information and requests through electronic mail and how to obtain simple permits through the Internet.

- **Tuesday, November 27: Project Submittal Requirements for Construction Permits:** Senior Structural Engineer, Afsaneh Ahmadi, P.E., will cover the minimum intake standards and requirements for submitted projects. Projects submitted with complete plans and in accordance with the minimum submittal requirements will go through the plan review and approval process quicker and more efficiently. The Land Development Manual can be found on our website at www.sandiego.gov/development-services.

- **Wednesday, November 28: The Use of Standard Templates for Construction Permits:** In the department's efforts to streamline processes and standardize certain types of building permits, it has implemented the Template program. Senior Structural Engineer Hamid Irannejad, S.E., will go over

the new Template Program, an easy standard to obtain the most common and requested building permits.

- **Thursday, November 29: Do it Yourself: Simple Permits for Homeowners:** Supervising Plan Review Specialist David Vega will go over one of our most popular services; Homeowner's Night. Implemented in 1989 by the department, homeowner's night offers customers a convenient way to obtain permits for do-it yourself projects.

- **Friday, November 30: Stormwater Regulations for New Development:** Senior Civil Engineer Cal Chong, P.E., will give a presentation on the recent Municipal Storm Water Permit which was adopted by the State of California on February 21, 2001. Mr. Chong will concentrate on how the permit affects development in the City. An emphasis will be placed on requirements for Storm Water Pollution Prevention Plans, SWPPP, and Best Management Practices (BMP) during construction and post construction activities.

For more information, please contact Supervising Plan Review Specialist Salam Hasenin at (619) 446-5212, see our website, or complete the reservation form on the back. Or, R.S.V.P. to Lu'Cretia Washington (619) 446-5447. Each seminar costs \$5 per person per seminar; lunch included. ☎

SimplePermits

Continued from Page 1.

partments.

Testing on the system showed one plumbing contractor ordering 40 water heater installation permits in one session. Before SimplePermits, an individual permit application form had to be completed for each permit, then hand-delivered or faxed to the Development Services Department office.

Permits available through SimplePermits are for work not requiring plans that are checked by the Development Services Department.

Work covered by these permits includes water heater or furnace replacement, moving or adding a natural gas line, or adding or moving electric sockets.

Contractors performing simple electrical work and plumbing repair are encouraged to use the service.

An inspection can also be requested at the same time permits are ordered.

"With SimplePermits, the only City employee the customer will see is the inspector, who is there to ensure the work's safety and compliance with the building code," said Christiansen.

To order the permits, customers visit the Development Services Department section of the City of San Diego web site at:

<http://www.sandiego.gov/development-services/industry/simplepermits.shtml>

The project address and a MasterCard or Visa credit card are needed. Contractors will also need to have proof of workers compensation insurance.

Owner-builders, such as home owners doing work on their own homes, can also use the system. Proof of workers compensation insurance is not required for owner-builders.

For more information, see the web site or call Terry Marshall at (619) 446-5434. ☎



THE CITY OF SAN DIEGO

Permit Press
City of San Diego Development Services Department
1222 First Avenue MS-401
San Diego, CA 92101-4154

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U.S. POSTAGE PAID
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RETURN SERVICE REQUESTED

Now here...



Get no-plan permits online!

See our website... <http://www.sandiego.gov/development-services>

HOW TO REACH US

Express, After Hours Services

Express Plan Check Limited
Construction Plan Check (619) 446-5300
Engineering Services (619) 446-5460
Fire Plan Check (619) 446-5440
After Hours/Weekend Building
Inspections (858) 492-5070

Services by FAX

For printouts of plan clearances. You will be faxed the printout or mailed a copy.
PlanFinder Touchtone Line (858) 581-7171
PermitFax Line (619) 236-7687

Service Telephone Numbers

Address Coordinator (619) 446-5411
Code Enforcement (619) 236-5500
Community Plans (619) 235-5200
Demolition/Removal/Relocation; Grading; Electrical, Mechanical, Plumbing, Gas Permits; Preliminary Review; Public Improvements; Tenant Improvements; Transportation; Wet

Taps; Water & Sewer, Zoning (619) 446-5000
Development & Permit Information, Submittal Appointments (619) 446-5300
Electrical Plan Check (619) 446-5300
Engineering Information (619) 446-5460
Engineering Project Close-Out, Time Extension, Bond Release (619) 446-5363
Facilities Financing (619) 533-5950
Fire Prevention New Construction Plan Check, Hazardous Materials Plan Check, Subdivision Review (619) 446-5440
Hazardous Materials Inspections (619) 533-4477
Home Owners Night (619) 446-5300
Land Dev. Review Info. (619) 446-5460
Master Plans (619) 446-5052
Over-The-Counter Plan Review
Appointments (619) 446-5300
Plumbing/Mechanical
Plan Check (619) 446-5300
Police Department Crime Prevention Through Design (619) 531-2837
Publications (619) 446-5100

Records (619) 446-5200
San Diego Regional Permit Assistance Center: CAL-EPA, Caltrans, Air Resources Control Board, Regional Water Quality, County Environmental Health Services, Air Pollution Control, (619) 236-5938
Seismic/Geologic Hazards (619) 446-5460
Sign Permits (619) 446-5300
Structural Plan Check (619) 446-5300
Traffic Control Plan Check (619) 446-5150
Transportation Planning (619) 235-5231

Schedule In Advance Services

New Construction, Relocation, Removal, Demolition Inspections (858) 581-7111
Engineering Field Inspections : (619) 627-3200

Service Locations

Development Services Center, 1222 First Ave.
Development Services (Building Development Review, Information & Application Services, Land Development Review, Support Services).
Stadium/Kearny Mesa area, 9601 Ridgehaven

Ct., Suite 220
Development Services Inspection Services: Selected permit issuance, reinspection fee payment (checks only), 7 a.m. to 4 p.m., office open to 5. Construction, sign, demolition inspectors.
City Administration Building, 202 C St.
Planning Department (Long Range Planning, Multiple Species Conservation Program, Transportation Planning, Facilities Financing)
Executive Complex, 1010 Second Ave.
Engineering and Capital Projects Dept., Traffic Engineering.
Civic Center Plaza, 1200 Third Ave.
Neighborhood Code Compliance

Community Service Centers are located in many neighborhoods, including Clairemont, Market Street, Mid-City, Navajo, Otay Mesa/Nestor, Peninsula, Rancho Bernardo and San Ysidro. Call City Information at (619) 236-5555 for the nearest location and operating hours.