



THE CITY OF SAN DIEGO

Facilities Financing Appointment Review

This document explains Appointment Review for Over-the-Counter Permits:

- 1) Verify that a Project Number (PTS number) has been assigned to the project with an Appointment Review Cycle opened for Facilities Financing.
2) Contact the appropriate Facilities Financing Project Manager (area assignments listed below) to inform him or her that you will drop off the plans for review, and if you would like the plans returned. Staff is not able to provide over-the-counter reviews.
3) Deliver plans to Facilities Financing's front desk, located in the Executive Complex Building, 1010 Second Avenue, Suite 600, East Tower.
4) If impact fees are assessed on the project, the assigned Facilities Financing Project Manager will input the fee(s) directly into PTS and sign off on the review electronically. The customer will pay these fees during Building Permit issuance.

Facilities Financing Project Managers:

Table with 2 columns: Name, Phone Number, Email, and Service Areas. Rows include Angela Abeyta, Vicki Burgess, Oscar Galvez III, Ben Hafertepe, Frank January, Megan Sheffield, and Charlette Strong Williams.

Planning Department • Facilities Financing

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