PUBLIC NOTICE

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Date: Aug. 14, 2020

Subject: Week of Aug. 14, Summary of Department Operational Changes

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As the impact of the COVID-19 pandemic is continuously evolving, the Development Services Department (DSD) is adjusting how it provides essential City services to customers. DSD operational changes are fluid and updated as needed to help ensure the health, safety and well-being of customers and employees of essential businesses.

DSD sends process update emails to subscribed customers to keep stakeholders informed of the latest news, as significant operational changes are incorporated. An email recap will be sent at the end of the week if significant changes occur. Customers are encouraged to visit sandiego.gov/dsd-covid19 to keep updated on all of the latest changes. Here is a summary of this week's service changes:

- **Aug. 28-31 OpenDSD Planned Service Outage for Online Permits:** Starting at 5 p.m. on Friday, Aug. 28 through 5 a.m. on Monday, Aug. 31, OpenDSD will be offline to install system upgrades to support cloud-based electronic permitting. Customers will be unable to apply for permits throughout the weekend until Monday, Aug. 31 at 5 a.m. Another planned outage to OpenDSD will take place on Sept. 12-13. Please plan accordingly for these scheduled weekend outages.

- **New! Rapid Review:** If your project is eligible, DSD staff will automatically process it in Rapid Review. Rapid Review replaces the Over the Counter service previously offered by DSD. Eligibility is determined at submittal based on the proposed scope of the project. Learn more. **#DigitalDSD**

- **New Plan Pick-up Customer Notification Procedures:** Effective Monday, Aug. 17, DSD Plan Pickup will provide customers an email notice of when paper plans are ready for pick up. Customers can pick up documents and plans at DSD after receiving a notification from Plan Pickup. DSD will hold the plans for 15 calendar days from the notification date and recycle the plans if left unclaimed.

COVID-19 Information

Stay informed about COVID-19 by visiting the City's COVID-19 Information page, the Center for Disease Control website and the County of San Diego Health and Human Services website.

Email Updates

Visit sandiego.gov/dsd-email to keep up-to-date with DSD via email.