



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

PUBLIC NOTICE

Date: Oct. 5, 2021

Subject: New Virtual Counter Service for Structural Recheck Appointments

Starting today, Tuesday, Oct. 5, the Development Services Department's (DSD) Division of Building Construction and Safety will resume structural recheck appointments for resubmittals that have minor remaining issues. These Virtual Structural Recheck Appointments will help designers more efficiently complete structural reviews on existing projects. The reviewer will indicate in the Project Issues Report that the next review can be performed with a Virtual Structural Recheck Appointment.

What is the process?

The structural reviewer will provide a plan review comment in the Project Issues Report indicating that the next review method can be conducted via a virtual appointment.

To schedule an appointment, please review the following instructions:

1. Upload the revised plans, necessary documents and applicant responses before scheduling the appointment.
2. Provide the Project Tracking System (PTS) or Accela project number for the appointment.
3. Visit the DSD [Virtual Appointment Page](#), scroll down the "Structural Recheck Appointments" section, and click on its green "Book Now" button.
4. Select your specific structural reviewer from the dropdown menu and view their availability.
5. Select a date, submit your information, and schedule an appointment.
6. 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.
7. [Download Microsoft Teams](#), as all virtual appointments will be conducted using Microsoft Teams.
8. Ensure that the project designer is available to attend the virtual appointment.
9. Join the meeting at the accepted appointment time.

#DigitalDSD

This Virtual Structural Recheck Appointment service is among the latest enhancements to the

City's permitting process to help reduce permitting processing times. 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, [virtual over-the-counter appointments](#), 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.

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